



# U.S. Coast Guard

## International Training Handbook

**Edition 12.1**





# **INTERNATIONAL TRAINING HANDBOOK**

**United States Coast Guard**



**Edition 12.1**

## U.S. COAST GUARD INTERNATIONAL TRAINING CUSTOMERS



Albania	Dominican Republic	Kuwait	Sao Tome and Principe
Algeria	Ecuador	Kyrgyzstan	Saudi Arabia
Afghanistan	East Timor	Latvia	Senegal
Angola	Egypt	Lebanon	Serbia
Antigua & Barbuda	El Salvador	Liberia	Seychelles
Argentina	Equatorial Guinea	Lithuania	Solomon Islands
Australia	Eritrea	Madagascar	South Africa
Azerbaijan	Estonia	Malawi	Spain
Bahamas	Fiji	Malaysia	Sierra Leone
Bahrain	Finland	Maldives	Singapore
Bangladesh	French Guiana	Macedonia	Slovenia
Barbados	Gabon	Malta	Sri Lanka
Belgium	Gambia	Marshall Islands	St. Kitts and Nevis
Belize	Georgia	Martinique	St. Lucia
Benin	Germany	Mauritania	St. Vincent
Bermuda	Ghana	Mexico	Suriname
Bolivia	Greece	Micronesia	Sweden
Botswana	Grenada	Montenegro	Syria
Brazil	Guadeloupe	Morocco	Taiwan
British Virgin Islands	Guatemala	Mozambique	Tanzania
Brunei	Guinea	Namibia	Thailand
Bulgaria	Guinea-Bissau	Netherlands	Togo
Cameroon	Guyana	Netherlands Antilles	Tonga
Canada	Haiti	New Zealand	Trinidad & Tobago
Cape Verde	Honduras	Nicaragua	Tunisia
Cayman Islands	Hong Kong	Nigeria	Turkey
Chile	Iceland	Norway	Turkmenistan
China	India	Oman	Turks & Caicos
Colombia	Indonesia	Pakistan	Tuvalu
Comoros	Iraq	Palau	Ukraine
Congo,	Ireland	Panama	Uganda
Democratic Republic of	Israel	Papua-New Guinea	United Arab Emirates
Congo (Brazzaville)	Italy	Peru	United Kingdom
Costa Rica	Jamaica	Philippines	Uruguay
Côte D'Ivoire	Japan	Poland	Uzbekistan
Croatia	Jordan	Portugal	Vanuatu
Cyprus	Kazakhstan	Qatar	Vietnam
Denmark (incl Greenland)	Kenya	Romania	Venezuela
Djibouti	Korea (South)	Russia	Western Samoa
Dominica			

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# I

## Section

**WELCOME TO THE U.S. COAST GUARD**

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**U**nder the Department of Homeland Security, the United States Coast Guard (USCG) is at all times an armed force—a full time military organization with a true peacetime mission. The USCG work force of 84,000 active duty, auxiliary, reserve, and civilian personnel and nearly 1800 vessels and aircraft make it the world's largest Coast Guard.

**S**tructured to meet the diverse missions assigned, the command and control network allows decentralized responsibility and authority. Primary organizational elements include USCG Headquarters; two Area commands; nine District commands; thirty-five Sectors; and field and headquarters units such as Training Centers.

**C**ommitted to its reputation as a non-threatening, humanitarian and maritime safety organization, the USCG has a vital international role in support of Regional and National Security Strategies. The USCG provides assistance and training for which the Coast Guard is “especially qualified” to citizens of other countries. This assistance is provided under the authority of 14 USC 141(a) and the Economy Act 31 USC 1535, which requires reimbursement from the assisted federal agencies. The Foreign Assistance Act of 1961, as amended in Sec 545 (22 USC 2347d) specifically authorizes training in maritime skills under the International Military Education and Training Program.

**G**lobally recognized as a master in accomplishing each of the duties with which it has been entrusted throughout its 217-year history, the USCG has also been a leader in using limited resources. The USCG's main mission areas are maritime safety, maritime mobility, maritime security, national defense, and protection of natural resources. These mission areas encompass operations in aids to navigation, national defense, pollution prevention and environmental response, ice conditions, maritime law enforcement, marine inspection, marine licensing, marine science activities, port safety and security, search and rescue, and waterways management. These capabilities are in great demand throughout the world. For example, proficiencies used to interdict narcotics or migrants are also recognized in wider application to assist other nations to combat the global threat of terrorism, threats to maritime safety and security or in areas of piracy, trafficking in persons or interdicting weapons of mass destruction. The ability of the USCG to interface successfully with many diverse agencies stands as an example of interoperability, cooperation and command communication.



## ***Every day, the Coast Guard***

**Saves 14 lives**

**Assists 123 people in distress**

**Interdicts 22 illegal migrants at sea**

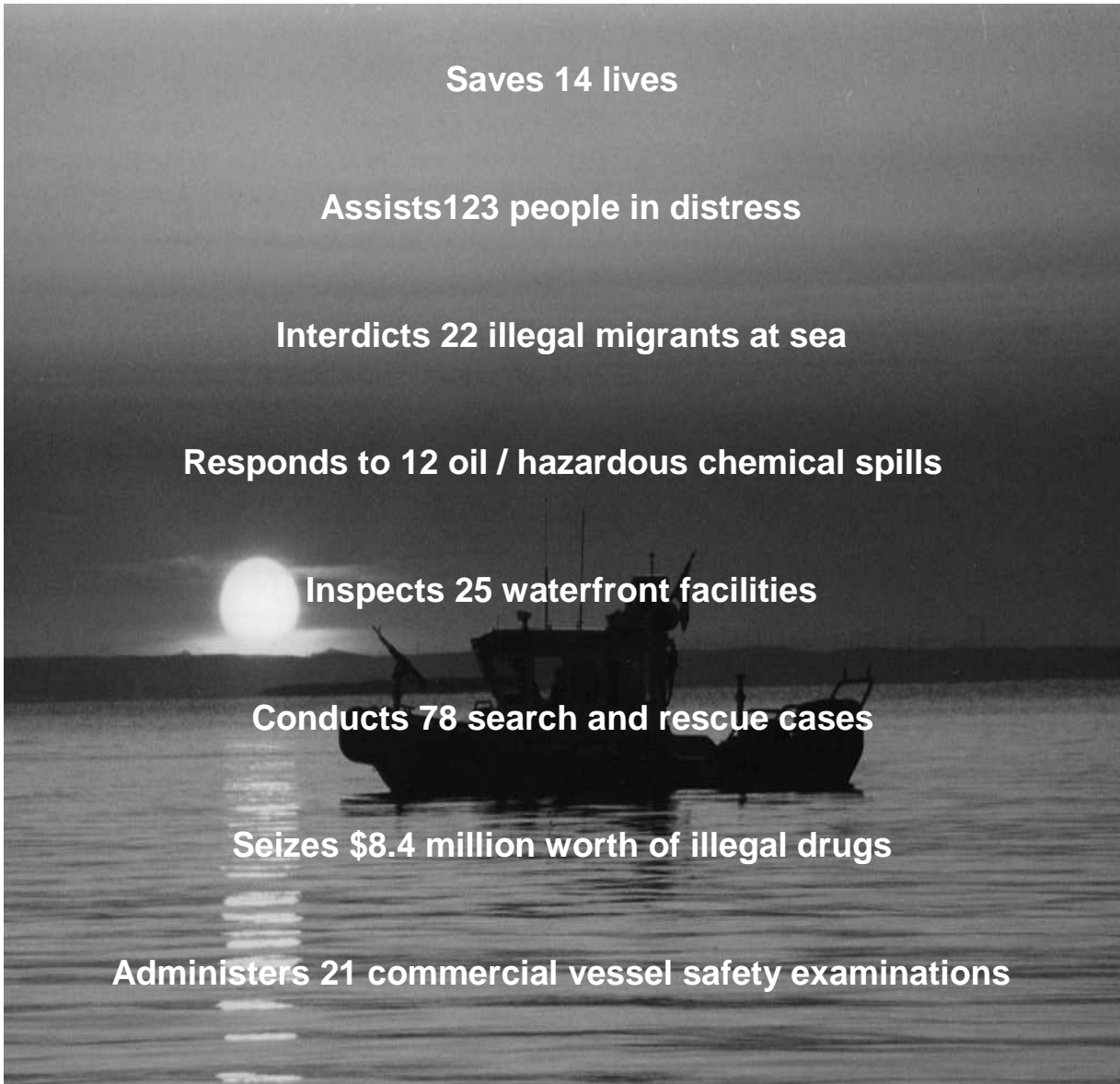
**Responds to 12 oil / hazardous chemical spills**

**Inspects 25 waterfront facilities**

**Conducts 78 search and rescue cases**

**Seizes \$8.4 million worth of illegal drugs**

**Administers 21 commercial vessel safety examinations**





## COAST GUARD INTERNATIONAL TRAINING MANAGEMENT CONTACTS

The Training and Technical Assistance staff is responsible for:

- Coordinating with the Department of Homeland Security, Department of State (including embassy components), and Department of Defense (including combatant commands), and other agencies for all aspects of Security Assistance training and technical assistance
- Formulating and implementing USCG's Security Cooperation/Security Assistance policy
- Developing and managing regional training objectives
- Allocating international training quotas
- Supervising student administration
- Facilitating all USCG international programs

### *International Organizations and Technical Assistance Staff*

#### **Functional Title:**

#### **Telephone:**

International Training Section Manager.....	(202) 372-4490
Mobile Education & Training Teams Coordinator .....	(202) 372-4491
CENTCOM Regional Training Manager .....	(202) 372-4459
EUCOM / AFRICOM Regional Training Manager .....	(202) 372-4475
PACOM Regional Training Manager .....	(202) 372-4499
SOUTHCOM / NORTHCOM Regional Training Manager .....	(202) 372-4492
EXBS Coordination .....	(202) 372-4497
USCG Academy International Program .....	(202) 372-4475
Resource Management Branch Chief .....	(202) 372-4480

#### **Mail:**

Commandant (CG-ACO-I)  
U.S. Coast Guard  
2100 2nd Street, S.W., Room 4420  
Washington, DC 20593-0001

#### **FAX**

Unclassified.....(202) 372-4956

#### **Message:**

COMDT COGARD WASHINGTON DC//CG-ACO-I//

**Internet:** <http://www.uscg.mil/international>

This Handbook is available on-line at:

<http://www.uscg.mil/hq/g-ci/affairs/handbook/ITH%2011.1%20CD.doc.pdf>

#### **E-mail:**

[IntlTraining@uscg.mil](mailto:IntlTraining@uscg.mil)

## Welcome to the U.S. Coast Guard

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# III

## Section

**POLICY AND PROCEDURES**

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## INTRODUCTION

USCG International Affairs (CG-ACO-I) Training Division is the USCG's focal point for advice, coordination and delivery for all Security Cooperation / Security Assistance activities. The USCG is a unique multi-mission organization which has developed working relationships with a variety of civilian organizations and industry leaders who share security responsibilities in the maritime arena. Thus, our training is an excellent tool to facilitate inter-agency cooperation and civil-military relationships. Coast Guard training is designed to develop capabilities within the five mission areas of the USCG and is provided through a variety of mechanisms. These include resident training, exportable training and a series of international-only courses geared to professional development for mid-to-senior grade leaders. Our strategic vision in the USCG's International Strategic Guidance is:

***The Coast Guard will establish, improve, sustain, and leverage international cooperation and partnerships to promote, create and ensure a transparent, safe, secure and environmentally sound maritime domain in support of U.S. Coast Guard missions and National interests.***

The USCG provides training to officer, enlisted, and civilian personnel from foreign military and civilian agencies when in compliance with applicable laws and authorities. Absent specific USCG legal authorities, this training is funded by or through another U.S. Government agency or foreign government agency. When training is funded directly by a foreign government agency, the foreign government agency and the USCG sign a reimbursable agreement which will clearly delineate costs associated with training.

## TRAINING REQUESTS

All requests for training and assistance (military and civilian) must be submitted through the U.S. Embassy in the country concerned. The appropriate U.S. Embassy staff component (U.S. Military Advisor, USCG Liaison Officer, Narcotics Affairs Section, etc.) will review the request and forward it to International Affairs (CG-ACO-I) at USCG Headquarters for processing. Security Assistance (SA) sponsored training requests will follow procedures identified in the Defense Security Cooperation Agency Security Assistance Management Manual (SAMM) and the Joint Security Cooperation Education and Training (JSCET) Regulation.

## TRAINING PLAN ASSISTANCE

Properly identified training requirements and clearly developed country expectations will ensure a successful training program. A training plan equates an individual skill or organizational strategic mission requirements with the individual or unit skill level and experience. These objectives are developed into a training plan. The U.S. Embassy staff and the USCG Headquarters International Affairs (CG-ACO-I) staff will assist a country or agency to develop a training plan for an individual student, or a comprehensive and phased plan for an agency or organization geared toward the development of specific capabilities. Similarly, a long term plan may be designed to assist in the establishment of a maritime agency with missions similar to the USCG. Training plans are developed to utilize USCG specific competencies toward attainment of country specific strategic plan objectives.



## TYPES OF TRAINING AND EDUCATION

### ***Resident Courses***

Approximately 200 formal courses are open for international students. USCG courses are developed and conducted to meet USCG mission requirements and are intended to improve USCG mission performance. Courses are constantly under review and changed to meet those needs. Accordingly, courses are subject to changes in duration, content, location, and/or availability. Resident training is provided in English only. Each course has a minimum English Comprehension Level (ECL) requirement for entry. Students may be tested upon arrival to determine current ECL.

Resident training is conducted primarily at eight training centers. Detailed information about these and other training sites is available in Section IV of this Handbook.

- Aviation Technical Training Center (ATTC), Elizabeth City, North Carolina
- Leadership Development Center (LDC) at USCG Academy, New London, Connecticut
- Maritime Law Enforcement Academy (MLEA) Charleston, South Carolina
- Special Missions Training Center (SMTC) Camp LeJeune, North Carolina
- Training Center (TRACEN) Petaluma, California
- Training Center (TRACEN) Yorktown, Virginia

### ***On-the-Job Training (OJT) Programs***

Officer, enlisted, and civilian personnel may participate in On-the-Job Training (OJT) programs that expose students to real-life application of skills used in all missions of the USCG. In most cases, the student will have completed a USCG formal resident course prior to undergoing an OJT program. The OJT programs are usually 2 weeks in duration and can be tailored for the individual student's or country's need. OJT programs of 6 to 8 weeks may be conducted at operational shore or afloat units when operational requirements permit.

### ***Mobile Education and Training Teams (MET / MTTs)***

USCG mobile education and training teams (MET/MTTs) provide training in all USCG mission areas and are tailored to the host nation's needs. The USCG can deliver a complete package of training to small groups, multi-agency audiences, and several countries in a regional forum. USCG training and technical assistance teams are deployed primarily from the USCG International Training Division (ITD), which is located at Training Center Yorktown, Virginia. The composition of some teams may include one or more members of the ITD along with other USCG military personnel or civilians who possess the required expertise, or with partner U.S. or foreign agencies with complementary skill sets.

Training provided by MET/MTTs is conducted in English, and may be available in Spanish. The USCG will coordinate with the host country when necessary to arrange for interpreters and the translation of course materials in the applicable language. USCG MET/MTTs are provided on an unclassified basis only.

Exportable training teams are funded through many different sources which are provided to the USCG through a variety of funding mechanisms. In each case, funding must be received at least 30 days prior to the scheduled team departure date. If translation materials are required, funding must be provided at least 60 days in advance.





### ***USCG Technical Assistance Field Teams (TAFT)***

As an element of a long term developmental program, an individual or 2-3 member team with specific skills may provide longer term training (1-6 months), oversight and mentorship. A TAFT is drawn from subject matter experts throughout the USCG in order to develop a specific capability that is not met through a series of MTTs. This could be the development of a preventative maintenance program, assistance in the development of a host nation training center, instructional capability or development of specific legislation to support a new mission requirement. A TAFT meets a specific and measurable objective to enhance overall program goals.

### ***U.S. Coast Guard Academy***

The Coast Guard accepts a limited number of highly qualified international students to attend the U.S. Coast Guard Academy (USCGA) located in New London, CT. The USCGA is one of the most selective universities in America, maintaining a rigorous academic, athletic, and military program for career maritime officers. Since 1971, over 103 cadets from 38 countries have graduated from the Academy. Academy graduates have served as heads of service and in other leadership positions around the world.

## **STUDENT SELECTION**

Officer, enlisted, and/or civilian personnel from foreign military or civilian agencies may attend most courses. When selecting a student for a course and determining the equivalent U.S. grade, the country should consider the candidate's age, experience, educational level, years of service, prior formal training, and the student's ability to represent his/her country favorably. Providing advance biographical data about the student will help ensure correct placement in appropriate training. U.S. military grade restrictions are not imposed for international students for most USCG courses. MTT Team leaders may also recommend individual students who could benefit from CONUS based resident skill or leadership training to support the development of training capability in the host nation. For training conducted in-country by deployed teams, student selection is coordinated in advance depending on the specific training that will be provided. Discussions with the appropriate Regional Manager can assist in determining the appropriate students, units, agency or inter-agency mix for selected training. In addition, MTT Team leaders may include recommendations in their After Action Reports (AAR) for additional or advanced training that would continue to develop a capability, identify potential unit or group leaders who were very successful during training or note if a student audience was not appropriate to the course. Course descriptions in Section III of this Handbook have course prerequisites that will aid in selecting the appropriate student.

An Invitational Travel Order (ITO) is required for all students sponsored under Security Cooperation programs. The ITO is the controlling document for authorized training, conditions, and privileges, and is used to provide recognition of the military or equivalent civilian status of the student. A letter of introduction or travel orders from the sending agency must be presented for non-Security Cooperation students.

The U.S. visa is the authority to travel to the U.S. during the valid period; it has no relation to the period of stay in the U.S. The Department of Homeland Security's Immigration and Customs Enforcement (ICE) will issue Form I-94 (Arrival/Departure Record), to the IMS when he/she enters the US. The USCIS Inspector will write a date or "D/S" (duration of status) on the I-94 card. This date, in conjunction with the ITO, form the documentation that governs the IMS's status in the US. International students must possess the appropriate A-2 visa. E-1 visas are appropriate only for students from Taiwan. Students who are members of the Armed Forces of NATO countries are exempt from any requirement for visas. Dependents of NATO Armed Forces personnel are entitled to "NATO-2" visas. Civilian students from



## Policy and Procedures

NATO countries and their dependents are entitled to "NATO-6" visas. Additional information regarding Visa policy can be found at State Department's site [http://www.travel.state.gov/visa/visa\\_1750.html](http://www.travel.state.gov/visa/visa_1750.html)

### SECURITY CLEARANCES

Most USCG training and OJT, attended by international students, is available and attended on an *unclassified* basis.

Disclosure authorizations ([Page V-10](#)) are issued for each country scheduled for classified training and are valid until the course content or the political relationship between the U.S. and the respective country changes. The release of classified information to a country that currently is not authorized access will be denied. U.S. security and political screening of international students must be performed before the students depart from the home country. Classified information only will be disclosed or released to students in accordance with USCG regulations and only on a need-to-know basis. Training that involves the release of classified information must be reviewed and authorized in advance by the U.S. military disclosure authority. Absent this clearance, an international student attending a classified course will be removed from the classroom, or the area, when classified material or operations are being discussed.

**Of special note** are the requirements for additional vetting for students attending courses (e.g. Boarding Officer) at the USCG's Maritime Law Enforcement Academy (MLEA) which is located on board the **Federal Law Enforcement Training Center (FLETC)**. FLETC is not a USCG Training Center, but is operated under the Department of Homeland Security (DHS). FLETC's additional student vetting requirement requires notification to them of the student name and passport number NLT 30 days in advance of the reporting date. This requirement is strictly enforced by DHS and FLETC and failure to provide the information within the required time line will result in cancellation of the course date.

### STUDENT ADMINISTRATION

Once the requested training is approved for a student, details are coordinated and the receiving unit begins planning. An International Military Student Officer (IMSO) is assigned to each USCG training center and other commands to coordinate individual student administration and supervision. This responsibility includes coordination with USCG Headquarters International Affairs (CG-ACO-I) for program oversight, academic progress and disciplinary issues. The IMSO also coordinates proper documentation, student arrival, transportation; arranges living accommodations; and sees to the student's general well being. The IMSO function usually is assigned as a collateral duty to an officer, senior enlisted, or civilian member of the USCG training command.

Time permitting and in addition to the training and military experience, the IMSO will provide opportunities to participate in off-duty activities to assist the international student in acquiring a balanced understanding of U.S. society, institutions, and goals through the Field Studies Program (FSP). These FSP activities can include visits to historical points of interest, local industries, private homes, and civic activities.

### BILLETING AND DEPENDENTS

On-base billeting for dependents is *not available* at any USCG command. Students are strongly discouraged from bringing dependents.

Currently at most training commands, international students and their U.S. classmates reside in student barracks at no cost. However, this could be subject to change. Barracks are generally two or four persons to a room. Currently, there is a fee for student barracks at the USCG Academy campus and at Training Center Petaluma. Occasionally, a student may be required to reside at a commercial hotel due to non-availability of on-base billeting. Specific information on billeting at each training site is available in Section IV of this Handbook.



### FUNDING

The country or agency requesting USCG training is responsible for arranging funding through a sponsoring U.S. agency or with country funds. Each course has a tuition cost that is adjusted annually and varies based on the fund source and applicable U.S. agreements with countries. A price estimate will be provided upon written request to schedule training. The requester must provide a written commitment to reimburse the USCG through a reimbursable agreement ([Page V-II](#)) or another funding document that clearly provides the (1) scope or purpose, (2) terms and conditions, (3) estimated cost, (4) billing address and instructions, and (5) required authorizations and/or authorized signatures. Sources of funding may include, but are not limited to, programs such as:

- Department of State Security Cooperation Programs implemented by Department of Defense including Foreign Military Sales (FMS) and the International Military Education and Training (IMET) Program.
- Department of State Bureau of International Narcotics and Law Enforcement Affairs (INL), and other fund sources including Freedom Support Act (FSA), Support for Eastern European Democracy (SEED), International Criminal Justice (ICJ)
- Department of State Export Control and Border Security
- U.S. Agency for International Development (USAID)
- Department of Defense Cooperative Threat Reduction (CTR) Program
- Other U.S. grant funding, and foreign government funding with U.S. diplomatic approval

### TRAINING CANCELLATION FEE

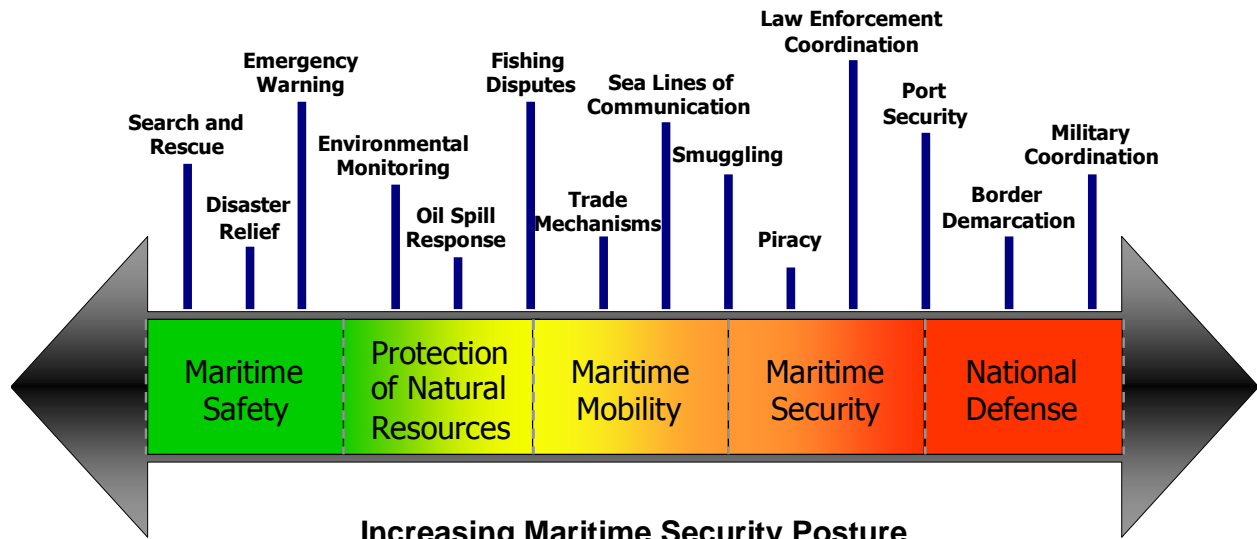
A cancellation fee of 50 percent of the applicable tuition cost will be billed for confirmed quotas that are cancelled within 60 days of the class start date. A cancellation fee of 100 percent will apply to cancellations of international-only courses, such as the International Maritime Officers Course (IMOC), the International Maritime Senior Officer Course (IMSOC) and the International Crisis Command and Control (ICCC). There are other courses where a 100% penalty fee will apply. In those cases, the customer will be informed in advance in correspondence dealing with the scheduling. These courses generally fall into two categories:

- a. Training where a contract must be in place prior to student arrival e.g. Military Law Enforcement training provided at the Maritime Law Enforcement Academy (MLEA).
- b. Training that incurs up-front costs prior to actual commencement of training. Examples would be: up-front translation cost or tailoring of course material to meet a specific country requirement. Many of the Expanded IMET Mobile Education Teams (METs) and all MTTs fall into category b.

Confirmation of a training quota constitutes the authorization to bill the costs of the training if not officially notified of cancellation within the 60-day window. The transportation, living allowances, personal expenses, incidentals, and any medical expenses incurred are the responsibility of the student, sending agency, or sponsoring program as stipulated in the reimbursable agreement.

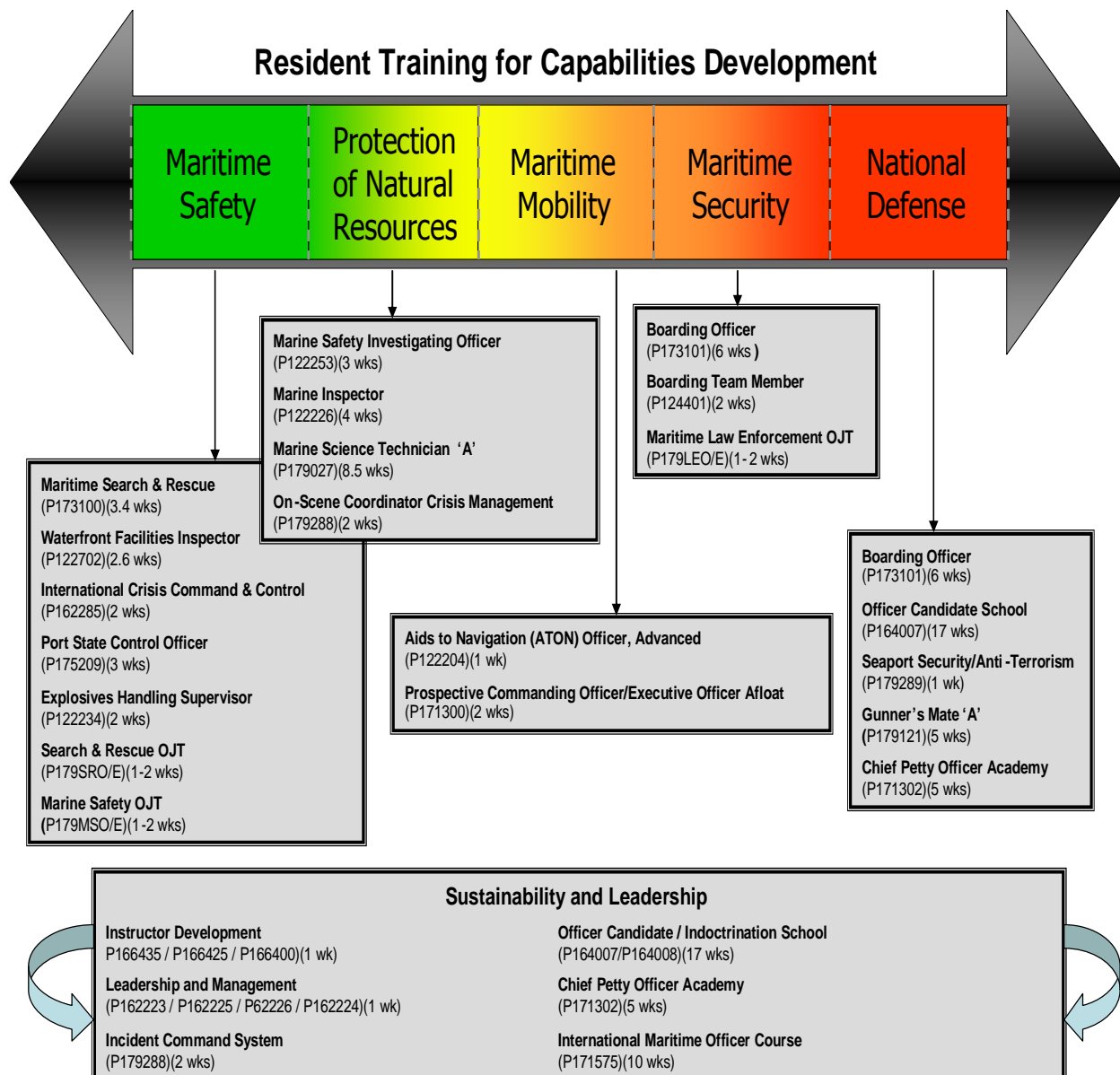


### Training to Meet Strategic Goals



### Increasing Maritime Security Posture

**USCG capabilities translate to skills to increase global maritime safety, security and economic prosperity:**  
global maritime situational awareness, interdiction of WMD, trafficking in persons, secure sea lanes, effective port security measures, inter-agency planning, cooperation and communications





### SAMPLE RESIDENT TRAINING PIPELINES

#### **Officer Development**

##### **Officer Candidate School**

(P164007)

##### **Boarding Officer**

(P173101)

##### **On-the-Job Training (2 wks)**

(P179LEO)

*and/or*

##### **NITC Preparatory Training**

MASL(s) TBD

##### **Search & Rescue**

(P173100)

##### **On-the-Job Training (2 wks)**

(P179SRO)

#### **Enlisted Technical Skills**

##### **NITC Preparatory Training**

MASL(s) TBD

##### **Damage Controlman 'A' School**

(P122209)

##### **Hydraulic Systems and Equipment**

(P145423)

##### **Steel Welding**

(P145421)

##### **Aluminum Welding**

(P145422)

##### **On-the Job Training (2 weeks)**

(P179TEE)

##### **Leadership and Management Skills (LAMS)**

(P162223/4/5 or 6)

##### **Chief Petty Officer (CPO) Academy**

(P171302)

##### **Chief Warrant Officer Indoctrination**

(P171034 and (P171036)

#### **Professional Military Education**

##### **International Crisis Command & Control**

(P162285)

##### **International Leadership & Management**

(P162226)

##### **International Maritime Officers Course**

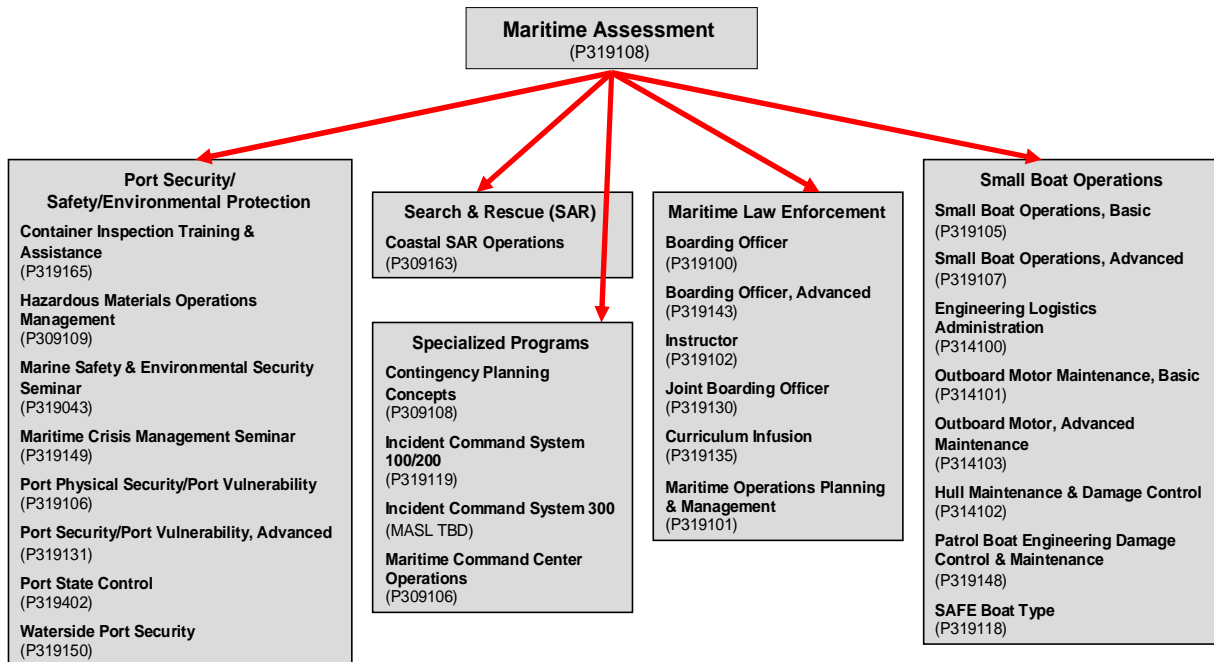
(P171575)

##### **International Maritime Senior Officers Course**

(P170010)



## Mobile Education and Training Teams (MET / MTT)







# III

## Section

**COURSE DESCRIPTIONS AND COURSE DATA**

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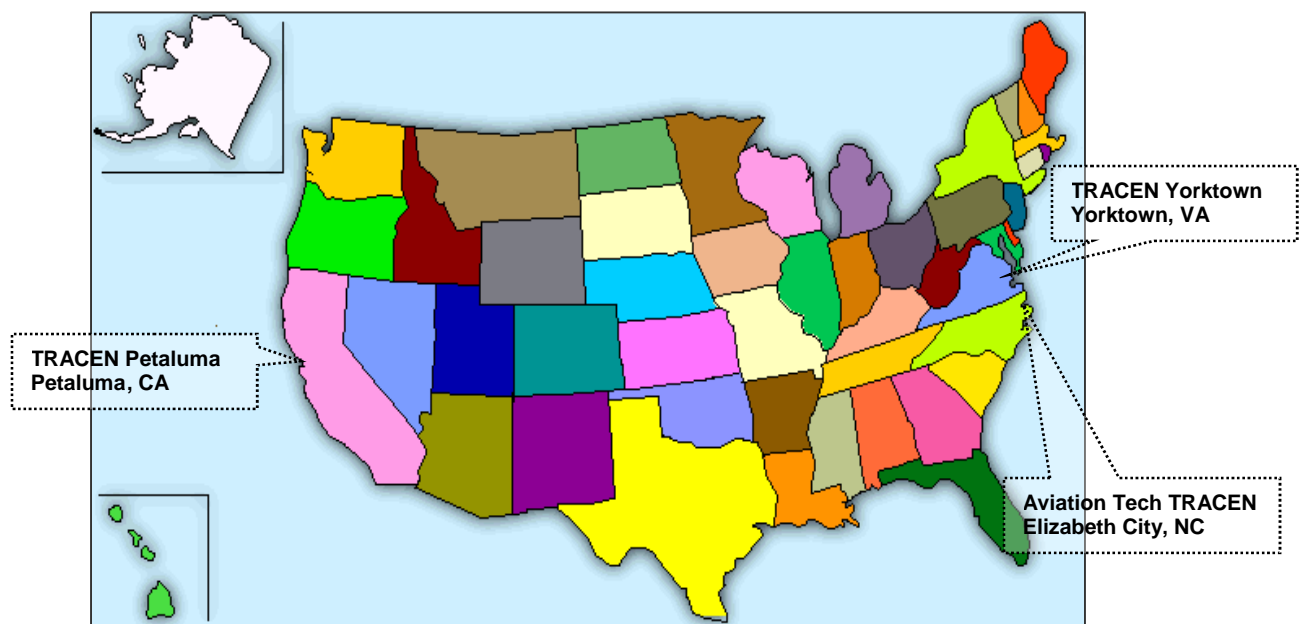




## Introduction

'A' Schools are resident courses designed to teach basic skills to junior enlisted personnel who perform administrative duties and operational functions which are essential to the success of all USCG missions. All USCG courses are designed as hands-on, performance-based training. 'A' School courses are *not* appropriate for officer personnel.

USCG 'A' School courses are taught at the three locations indicated in the map below:





## Preparatory Training

### TECHNICAL SKILLS PREPARATORY TRAINING

MASL TBD

Location: NETSAFA  
International Training Center  
(NITC) Pensacola, FL

Duration: varies

ECL: varies



**Description:** The U.S. Coast Guard, in partnership with NETSAFA International Training Center (NITC) Pensacola, FL, will develop course(s) designed to immerse students in a U.S. training classroom environment with classroom material specifically tailored to address the required subject area. While instructing students in the relevant course material, students will enhance their ability to process information, facilitate language growth through classroom interaction, become more familiar with computer devices, and learn computer-based training skills. This approach serves to develop a firm foundation for the international student to benefit from and fully succeed in the follow-on training.

This program accommodates a wide variety of training needs through existing courses and training support instruction. Courses can also be tailored to specific training needs. In some cases, a preparatory pipeline may be scheduled.

- **Technical Skills** specific to a variety of areas, such as mechanics, electronics, or computers.
- **Specialized English Training** will focus on specific areas, such as Search and Rescue, Engineering, Electronics.
- **Management Information Systems**

**Prerequisites:** None.





## 'A' School Courses

<p><b>AVIATION MAINTENANCE TECHNICIAN 'A'</b> (AMT-A / 501057)</p> <p>P141041 ATTC Elizabeth City, NC 20 Weeks ECL: 80</p>	<p><b>Description:</b> This course teaches the Aviation Maintenance Technician entry-level skills, knowledge, and concepts required to inspect, service, maintain, analyze, and repair aircraft power plant, power-train, and structural systems; maintain, repair, and fabricate metal, composite, and fiberglass materials; fabricate cables, wire harnesses, and structural components; perform aircraft corrosion control, nondestructive testing, basic electrical troubleshooting, and aviation administrative record keeping.</p> <p><b>Prerequisites:</b> None.</p>
<p><b>AVIATION SURVIVAL TECHNICIAN 'A'</b> (AST-A / 501072)</p> <p>P116036 ATTC Elizabeth City, NC 17 Weeks ECL: 80</p>	<p><b>Description:</b> This course teaches the Aviation Survival Technician student entry-level skills, knowledge, and concepts required to perform aviation administrative record keeping; inspect, service, maintain, analyze, and repair aircraft and aircrew survival equipment and rescue devices; deliver aircrew survival training; and perform helicopter rescue swimmer duties.</p> <p><b>Prerequisites:</b> Individual must be able to satisfactorily complete the USCG Aircrew Swim Test, which can be accomplished at Aviation Enlisted On-the-Job Training (<a href="#">P179AVE</a>) at a USCG Air Station. The Swim Test consists of the following:</p> <ol style="list-style-type: none"> <li>1. Swim 75 yards while wearing an un-inflated, normally equipped (weighted) life vest, flight suit, and flight boots, while using the crawl stroke, breaststroke, backstroke, side stroke, or a combination thereof.</li> <li>2. Immediately after completing the swim, the individual will tread water or drown proof for a minimum of two minutes.</li> </ol> <p>Or, attend the USN's Physical Fitness and Water Survival Preparatory Training (PDET006) which provides physical fitness and water survival preparatory training to support follow-on courses with intensive physical training and swimming requirements.</p> <p><i>Continued on next page</i></p>





## 'A' School Courses

<p><b>AVIATION SURVIVAL TECHNICIAN 'A'</b> (continued) (AST-A / 501072)</p> <p>P141041 ATTC Elizabeth City, NC 20 Weeks ECL: 80</p>	<p><b>Note:</b> Helicopter rescue swimmer training is extremely physically demanding and requires total comfort in the water. Students must be in superior physical shape with no chronic orthopedic problems, and must possess a high level of mental demeanor. Because of the tank size, non-USCG students are allowed only on a <i>space available basis</i> and may be attended on a by-exception basis only, but are welcome to observe. Many students are unable to complete this course because they lack the mental or physical stamina needed to meet the challenging regimen. Some candidates may have pre-existing medical problems that they have not fully realized until they routinely and consistently perform demanding physical training. Therefore, it is extremely important that potential candidates realistically and honestly evaluate the overall health, level of fitness and degree of confidence before attending this course.</p>
<p><b>AVIONICS ELECTRICAL TECHNICIAN 'A'</b> (AET-A / 501769)</p> <p>P141099 ATTC Elizabeth City, NC 20 Weeks ECL: 80</p>	<p><b>Description:</b> This course teaches the Avionics Technician student to inspect, service, maintain, troubleshoot, and repair avionics systems that perform communications, navigation, collision avoidance, target acquisition and automatic flight control functions. In addition, they learn to inspect, service, maintain, troubleshoot and repair aircraft batteries, ac and dc power generation, conversion and distribution systems as well as the electrical control and indication functions of all airframe systems including hydraulic, flight control, landing gear, fuel, environmental control, powerplant, drivetrain, anti-ice and fire detection. They also taught to perform ground handling and servicing of aircraft and conduct routine aircraft inspections and aviation administrative duties, and to fill aircrew positions such as navigator, flight mechanic, radio operator, sensor systems operator and basic aircrewman.</p> <p><b>Prerequisites:</b> None.</p>





## 'A' School Courses

### BOATSWAIN'S MATE 'A' (BM-A / 501489)

P145296  
TRACEN Yorktown, VA  
12 Weeks  
ECL: 75

**Description:** This course consists of intensive training, from tying knots to navigating a 41 foot vessel. The first week begins with an indoctrination of school policies and procedures as well as leadership training. Class work consists of small boat crewman tasks, Navigation Rules (NavRules), basic deck maintenance, boat crew survival vest, signaling, maintaining surfaces, computing sunrise/sunset, tides, currents, honors and ceremonies, marlinspike seamanship, basic navigation, Bosn Pipe, chart and pub corrections, identifying buoys, and plotting visual/Global Positioning System (GPS)/radar fixes, and meeting Physical Fitness standards (1.5 mile run, push-ups, sit-ups, and sit & reach). As part of this course, students will participate in three weeks of underway, hands-on instruction.

**Prerequisites:** None.

**Note:** Physical fitness standards are provided below and are assessed in BM 'A' school, for all students to ensure crewmembers have sufficient strength, flexibility, and endurance to safely perform duties during normal and adverse conditions. The first assessment is held the end of week one, the students participate in PT 3 days a week and are assessed every 2-3 weeks. Students have to meet the physical fitness standards, including training evenings and weekends if necessary.

U.S. Coast Guard Crewmember Physical Fitness Standards					
Males	Push-ups	Sit-ups	Sit and Reach	1.5-Mile Run	12-Minute Swim*
Under 30	29	38	16.5	12:51	500 yds.
30 to 39	24	35	15.5	13:36	450 yds.
40 to 49	18	29	14.25	14:29	400 yds.
50 to 59	15	25	12.5	15:26	350 yds.
60+	13	22	11.5	16:43	300 yds.
Females	Push-Ups	Sit-Ups	Sit and Reach	1.5-Mile Run	12-Minute Swim*
Under 30	23	32	19.25	15:26	400 yds.
30 to 39	19	25	18.25	15:57	350 yds.
40 to 49	13	20	17.25	16:58	300 yds.
50 to 59	11	16	16.25	17:55	250 yds.
60+	9	15	16.25	18:44	200 yds.
Notes:					
12-minute swim test chart is based on Dr. Kenneth Cooper's research.					
Push-ups and sit-ups must be performed within a one-minute time period.					
Either the 1.5-mile run or the 12-minute swim may be performed to meet the standard.					



## 'A' School Courses

<p><b>DAMAGE CONTROLMAN 'A'</b> (DC-A / 210020)</p> <p>P122209 TRACEN Yorktown, VA 13 Weeks ECL: 75</p>	<p><b>Description:</b> This course provides classroom lecture reinforced with hands-on lab applications. Students are instructed in the principles of carpentry, Chemical, Biological, and Radiological (CBR) Warfare Defense, shipboard watertight fittings maintenance, shipboard damage control procedures, firefighting, plumbing, arc welding, oxy-fuel cutting, and oxy-fuel brazing.</p> <p><b>Prerequisites:</b> None.</p> <p><b>Note:</b> Students must have, or report with, sufficient funds (approximately USD 75.00) to purchase steel-toed safety shoes.</p>
<p><b>ELECTRICIAN'S MATE 'A'</b> (EM-A / 501776)</p> <p>P122216 TRACEN Yorktown, VA 19 Weeks ECL: 75</p>	<p><b>Description:</b> This course includes lectures and hands-on exercises on generation, control, and distribution of electricity; uses of electricity; and maintenance/repair of electrical equipment. Topics include: AC and DC circuit analysis, batteries, power distribution systems, lighting systems, generators, motors, controllers, interior communication systems, electric power tools, galley equipment, laundry equipment, scullery equipment, electric damage control equipment, small boat electrical systems, deck machinery equipment, and shore power.</p> <p><b>Prerequisites:</b> None.</p> <p><b>Note:</b> Students must have, or report with, sufficient funds (approximately USD 75.00) to purchase, steel-toed safety shoes.</p>







## 'A' School Courses

<p><b>ELECTRONICS TECHNICIAN 'A'</b> (ET-A / 210060)</p> <p>P131093 TRACEN Petaluma, CA 28.0 Weeks ECL: 80</p>	<p><b>Description:</b> This course is divided into eleven units of instruction, each dealing with a different aspect of electronics fundamentals. The course begins with an indoctrination and includes leadership, tower climbing, soldering, Cardio Pulmonary Resuscitation (CPR) and safety. As students progress through the course, they receive instruction on DC circuits, soldering, power supplies, amplifiers, oscillators, receivers, AM/FM/SSB communications, radar, LORAN-C receivers and depth sounders. The course encompasses the use of test equipment, technical publications and troubleshooting methods used for corrective maintenance to the lowest repairable level. Upon graduation students have the knowledge and skill necessary for maintenance and repair of electronic equipment. Emphasis is placed on the student's ability to identify, diagnose and repair equipment faults. Each unit has specific terminal performance objectives, which must be mastered by the student to successfully complete the unit. All units must be completed successfully to complete the course of instruction. Additional work time away from class is required to complete each unit successfully.</p> <p><b>Prerequisites:</b> Basic algebra skills (i.e., the ability to manipulate and solve rational equations) are necessary for completion of this course.</p>
<p><b>FOOD SERVICE SPECIALIST 'A'</b> (FS-A / 500990)</p> <p>P163207 TRACEN Petaluma, CA 12 Weeks ECL: 80</p>	<p><b>Description:</b> This course provides specialty entry level training in the areas of safety, personal hygiene, sanitation, recipe conversion, equipment usage and basic food preparation for the following: bakery products, variety of meat and meat products, different sauces, egg cookery, vegetables, pasta and starches. The course is customer focus oriented and is divided into various learning phases ranging from lecture to practical exercises. The course is performance based and ends with the galley practical exercises.</p> <p><b>Prerequisites:</b> None.</p>



## 'A' School Courses

<p><b>GUNNER'S MATE 'A'</b> (GM-A / 210080)</p> <p>P122210 TRACEN Yorktown, VA 10 Weeks ECL: 75</p>	<p><b>Description:</b> This course provides job entry level training and includes the following topics: basic leadership, fundamental electricity, small arms and machine guns (less than 25 mm), ammunition and magazines, administration and preventative maintenance system (PMS), USCG ordnance, and MK36 Decoy Launching System.</p> <p><b>Prerequisites:</b> None.</p> <p><b>Note:</b> Students must have, or report with, sufficient funds (approximately USD 75.00) to purchase, steel-toed safety shoes.</p>
<p><b>HEALTH SERVICES TECHNICIAN 'A'</b> (HS-A / 210090)</p> <p>P175005 TRACEN Petaluma, CA 14 Weeks ECL: 80</p>	<p><b>Description:</b> This course provides lecture, laboratory demonstration, practical exercises, and clinical experiences in the areas of anatomy and physiology, medical administration, basic clinical laboratory procedures, asepsis and sterilization technique, preventive medicine, nursing skills, pharmacy, clinical sick call, wound repair, dental sick call, exceptional services, leadership and management, the USCG's Clinic Automated Management System (CLAMS), and basic computer workstation operations. Included in the curriculum is the USCG Emergency Medical Technician-B (EMT-B) course.</p> <p><b>Prerequisites:</b> Normal color vision.</p>





## 'A' School Courses

<p><b>MACHINERY TECHNICIAN 'A'</b> (MK-A / 210210)</p> <p>P122219 TRACEN Yorktown, VA 12 Weeks ECL: 75</p>	<p><b>Description:</b> This course teaches the principles of operation, maintenance, and repair of mechanical, auxiliary steam, hydraulic, pneumatic, and electrical machinery and systems. The following topics are covered: hand and machine tools, piping, tubing, flex hose, leadership, basic administration, hydraulics, internal combustion engines, lubrication systems, cooling systems, fuel systems, diesel engine overhaul, basic electricity and electrical equipment, auxiliary machinery, refrigeration, clutches, gears, shafting, and outboard engines.</p> <p><b>Prerequisites:</b> Normal color vision.</p> <p><b>Note:</b> Students must have, or report with sufficient funds (approximately USD 75.00) to purchase, steel-toed safety shoes for participation in this course.</p>
<p><b>MARINE SCIENCE TECHNICIAN 'A'</b> (MST-A / 210110)</p> <p>P179027 TRACEN Yorktown, VA 9 Weeks ECL: 80</p>	<p><b>Description:</b> This course provides entry-level training that includes: pollution investigation, monitoring of federally funded cleanup of oil and hazardous material spills, port safety and security, boarding commercial vessels, providing scientific support for unit operations in support of missions of the USCG, environmental laws, occupational safety, dangerous cargo stowage and segregation, cargo transfer monitoring, leadership, and career planning information.</p> <p><b>Prerequisites:</b> None.</p>
<p><b>OPERATIONS SPECIALIST 'A'</b> (OS-A / 501565)</p> <p>P132900 TRACEN Petaluma, CA 16 weeks ECL: 75</p>	<p><b>Description:</b> The Operations Specialist is the tactical command, control and communications rating. This course provides the student with entry level skills in basic computer application, the handling of classified material, setting up and maintaining communications systems, the management of search and rescue cases, tactical operations in a Combat Information Center (CIC) environment, and basic navigation.</p> <p><b>Prerequisites:</b> None.</p>



## 'A' School Courses



### PORT SECURITY SPECIALIST 'A' (PS-A / 500972)

P179121  
TRACEN Yorktown, VA  
7 weeks  
ECL: 75

**Description:** This course provides entry-level training that includes basic maritime law enforcement (including firearms training, use of force, and defensive tactics), physical security and protective measures, unit security, commercial facilities security, introduction to small arms (M-9, M-16 and M870), authority and jurisdiction, asylum requests, harbor control, terrorism, security patrols, and Incident Command System.

**Prerequisites:** None.

### STOREKEEPER 'A' (SK-A / 210160)

P152125  
TRACEN Petaluma, CA  
7 Weeks  
ECL: 80

**Description:** This instructor-led, self-paced apprentice-level course introduces basic skills in requisitioning of supplies and services, property management, inventory management, material shipping and receiving, material-handling equipment, financial data entry and maintenance of financial records, hazardous material management, correspondence, leadership, and personal wellness. Students will train on computers utilizing USCG-specific and commercial software applications.

**Prerequisites:** None.

**Note:** Students will have 9 weeks to complete the course.



## 'A' School Courses

### YEOMAN 'A' (YN-A / 210200)

P165002  
TRACEN Petaluma, CA  
Approximately 6 Weeks  
(self-paced)  
ECL: 80

**Description:** This course teaches students administrative and organizational skills, including the use of computers for such tasks as using the Internet to research issues, word processing, and data entry and retrieval. In addition, training is provided in administrative areas such as correspondence USCg directives, pay, transportation, travel, and other USCg specific personnel matters. Also includes three days of Leadership and Management Training in addition to the Low Ropes Course.

**Prerequisites:** None.





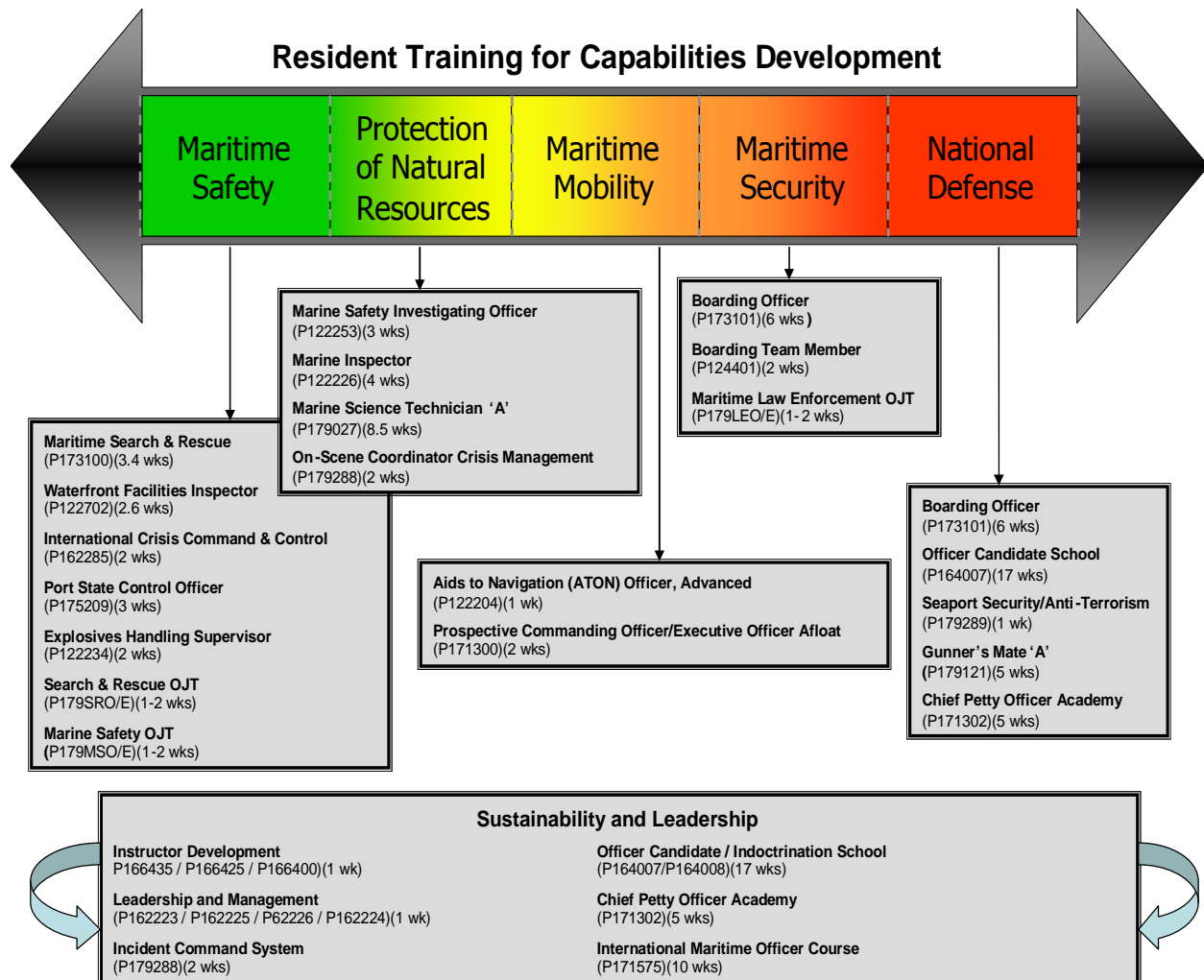
## 'A' School Courses

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## Introduction

USCG 'C' Schools provide advanced training, and may be taken after successful completion of an 'A' School, or requisite experience. These courses are developed and conducted to meet USCG mission requirements and are intended to improve USCG mission performance. 'C' School courses are taught at all USCG training centers, and most may be attended by enlisted, officer and civilian personnel. Some suggested training pipelines that may be considered are provided below:







## Preparatory Training

### TECHNICAL SKILLS PREPARATORY TRAINING

MASL TBD

Location: NETSAFA  
International Training Center  
(NITC) Pensacola, FL

Duration: varies  
ECL: varies



**Description:** The U.S. Coast Guard, in partnership with NETSAFA International Training Center (NITC) Pensacola, FL, will develop course(s) designed to immerse students in a U.S. training classroom environment with classroom material specifically tailored to address the required subject area. While instructing students in the relevant course material, students will enhance their ability to process information, facilitate language growth through classroom interaction, become more familiar with computer devices, and learn computer-based training skills. This approach serves to develop a firm foundation for the international student to benefit from and fully succeed in the follow-on training.

This program accommodates a wide variety of training needs through existing courses and training support instruction. Courses can also be tailored to specific training needs. In some cases, a preparatory pipeline may be scheduled.

- **Technical Skills** specific to a variety of areas, such as mechanics, electronics, or computers.
- **Specialized English Training** will focus on specific areas, such as Search and Rescue, Engineering, Electronics.
- **Management Information Systems**

**Prerequisites:** None.





## Aids to Navigation

Dependable aids to navigation (ATON) promote safe and efficient passage of marine traffic. USCG courses address maintenance, repair, positioning, and operation of lighthouses, and buoys.

<p><b>AIDS POSITIONING</b> (ANC-AP / 230460)</p> <p>P122224 TRACEN Yorktown, VA 1.6 Weeks ECL: 75</p>	<p><b>Description:</b> This course is designed to train students on positioning standards, Integrated Aids to Navigation Information System (I-ATONIS), Automated Aid Positioning System (APPS), administration and legal case studies..</p> <p><b>Prerequisites:</b> None.</p>
<p><b>AIDS TO NAVIGATION (ATON) MINOR</b> (ANC-AC / 230020)</p> <p>P122207 TRACEN Yorktown, VA 1 Week ECL: 75</p>	<p><b>Description:</b> This course is designed to provide enlisted personnel and civilians of an equivalent supervisory level with entry level training in safety precautions, principles of operation, preventative maintenance, and troubleshooting procedures for AC minor aids to navigation equipment, 12V rotating lanterns, sound signals, electrical safety, and range switch boxes.</p> <p><b>Prerequisites:</b> Completion of ATON Minor Maintenance Servicing Technician (<a href="#">P122206</a>).</p>
<p><b>AIDS TO NAVIGATION (ATON) OFFICER ADVANCED</b> (ANC-OA / 341020)</p> <p>P122204 TRACEN Yorktown, VA 1 Week ECL: 75</p>	<p><b>Description:</b> This course provides theoretical and practical training in the design, administration, legal ramification, and supervision of the USCG's aids-to-navigation (ATON) mission, as well as a review of ATON vessel mishaps. The program of instruction includes all areas listed under ATON Officer Basic (P122205) and principles and inter-relations of higher echelons in administration.</p> <p><b>Prerequisites:</b> Completion of ATON Officer Basic (<a href="#">P122205</a>).</p> <p><b>Note:</b> This course is designed specifically for prospective commanding officers, executive officers, officers in charge and executive petty officers of buoy tenders.</p>



## Aids to Navigation

<p><b>AIDS TO NAVIGATION (ATON) OFFICER BASIC</b> (ANC-OB / 340020)</p> <p>P122205 TRACEN Yorktown, VA 1 Week ECL: 75</p>	<p><b>Description:</b> This course is an entry-level course providing junior commissioned officers (O-1 through O-3), warrant officers, and senior petty officers training in theoretical and practical aids to navigation. Material covered includes: minor aid hardware, power systems, buoy tender operations, aids system theory and design, aids positioning, legal aspects and responsibilities, administration, safety, visual signaling, waterways analysis and management, and ATON mishap prevention.</p> <p><b>Prerequisites:</b> None.</p> <p><b>Note:</b> This course is designed specifically for prospective supervisory personnel.</p>
<p><b>AUTOMATED LIGHTHOUSE TECHNICIAN</b> (ANC-LT / 230470)</p> <p>P122202 TRACEN Yorktown, VA 3 Weeks ECL: 75</p>	<p><b>Description:</b> This course is designed to teach E-4 and above and civilians employed by the USCG in the proper operation and corrective and preventive maintenance of selected standard equipment found in Category I through IV lighthouses, including associated Aid Control Monitor System.</p> <p><b>Prerequisites:</b> Completion of Electrician's Mate 'A' (<a href="#">P122216</a>) or Electronics Technician 'A' (<a href="#">P131093</a>), or equivalent experience.</p> <p><b>Note:</b> This course is intended for enlisted personnel involved in the maintenance and repair of automated lighthouses.</p>
<p><b>MINOR AIDS MAINTENANCE SERVICING TECHNICIAN</b> (ANC-MAM / 500622)</p> <p>P122206 TRACEN Yorktown, VA 1 Week ECL: 75</p>	<p><b>Description:</b> This course is designed for enlisted and civilian personnel assigned to aids to navigation servicing units. Course topics include entry-level training in the installation, maintenance, troubleshooting, and repair of selected minor Aids to Navigation lighting equipment and safety precautions..</p> <p><b>Prerequisites:</b> Three months experience at an ATON unit.</p>



## Aviation

USCG aviation courses provide pilot and aircrew proficiency training on rotary and fixed-wing aircraft. Use of classroom and simulator session builds and strengthens the skills of qualified pilots, copilots, and aircrew. Courses are available on a limited basis. Questions for training on specific systems and airframes are available from USCG Headquarters International Affairs (CG-ACO-I).



### HELICOPTER RESCUE TRAINING, ADVANCED (TS-ARS / 501054)

P122032

Location: varies

1 Week

ECL: 80

**Description:** The purpose of this course is to better prepare rescue swimmers and aircrews with the knowledge necessary to perform the most challenging search and rescue (SAR) missions. This course consists of classroom lectures, discussions, and subject-matter performance training provided in a resident format. Subject matter is designed specifically for training helicopter rescue swimmers and aircrews in advanced rescue swimmer SAR operations. The course includes selected subjects in hazardous missions and situations, including deployment to heavy seas, high surf, wet rocks, cliffs, caves, and swift water. Additionally, rescue swimmers receive training in crew resource management, critical incident stress management, and predator awareness.

*Continued on next page*



## Aviation

### HELICOPTER RESCUE TRAINING, ADVANCED

(continued)

(TS-ARS / 501054)

P122032

Location: varies

1 Week

ECL: 80

**Prerequisites:** Completion of Aviation Survival Technician 'A' ([P116036](#)) or equivalent military rescue swimmer or combat swimmer school. Individual must also be able to satisfactorily complete the USCG Aircrew Swim Test, which can be accomplished at Aviation Enlisted On-the-Job Training ([P179AVE](#)) at a USCG Air Station. The Swim Test consists of the following:

1. Swim 75 yards while wearing an un-inflated, normally equipped (weighted) life vest, flight suit, and flight boots, while using the crawl stroke, breaststroke, backstroke, side stroke, or a combination thereof.
2. Immediately after completing the swim, the individual will tread water or drown proof for a minimum of two minutes.

Or, attend the USN's Physical Fitness and Water Survival Preparatory Training (PDET006) which provides physical fitness and water survival preparatory training to support follow-on courses with intensive physical training and swimming requirements.

**Note:** Helicopter rescue swimmer training is extremely physically demanding and requires total comfort in the water. Students must be in superior physical shape with no chronic orthopedic problems, and must possess a high level of mental demeanor. Many students are unable to complete this course because they lack the mental or physical stamina needed to meet the challenging regimen. Some candidates may have pre-existing medical problems that they have not fully realized until they routinely and consistently perform demanding physical training. Therefore, it is extremely important that potential candidates realistically and honestly evaluate the overall health, level of fitness and degree of confidence before attending this course.



## Command, Control, Communications & Information Technology (C4IT)

LORAN-C is a component of C4IT. LORAN-C provides navigation, locating and timing services for both civil and military air, land and marine users. It was originally developed to provide radio navigation service for U.S. coastal waters and was later expanded to include complete coverage of the continental U.S. as well as most of Alaska. Twenty-four U.S. LORAN-C stations work in partnership with Canadian and Russian stations to provide coverage in Canadian waters and in the Bering Sea.

<p><b>LORAN-C SOLID STATE STATION</b> (LOR-09 / 230856)</p> <p>P131120 TRACEN Petaluma, CA 3 Weeks ECL: 80</p>	<p><b>Description:</b> This course is intended for technicians assigned to LORAN-C Stations using AN/FPN-64(V) (SSX) Solid State Transmitters. The course provides technicians information on LORAN Station/Chain operations; operation, maintenance, and repair of the solid state transmitter, and the Timing and Control equipment.</p> <p><b>Prerequisites:</b> Completion of Electronics Technician 'A' (<a href="#">P131093</a>).</p>
<p><b>LORAN-C TIMING AND CONTROL</b> (LOR-11 / 501208)</p> <p>P131116 TRACEN Petaluma, CA 2.8 Weeks ECL: 80</p>	<p><b>Description:</b> This course is intended for technicians assigned to USCG LORAN-C control-monitor sites and LORAN support units. The course provides technicians information on LORAN Station/Chain operations; and operation, maintenance, and repair of the Timing and Control equipment suite.</p> <p><b>Prerequisites:</b> Completion of Electronics Technician 'A' (<a href="#">P131093</a>).</p>
<p><b>LORAN-C TUBE TYPE STATION</b> (LOR-10 / 501207)</p> <p>P131119 TRACEN Petaluma, CA 5 Weeks ECL: 80</p>	<p><b>Description:</b> This course is intended for technicians assigned to USCG LORAN-C Stations using the vacuum tube transmitter (AN/FPN-44/45). The course provides technicians information on LORAN Station/Chain operations; operation, maintenance, and repair of the transmitter, and the Timing and Control equipment suite.</p> <p><b>Prerequisites:</b> Completion of Electronics Technician 'A' (<a href="#">P131093</a>).</p>



## **Command, Control, Communications & Information Technology (C4IT)**

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## Engineering

These courses provide training for shipboard and shore-based personnel in the theory and maintenance of electrical and mechanical systems, as well as how to use and maintain equipment and make repairs. These capabilities are critical to the success of routine operations and responding to emergencies

<p><b>CATERPILLAR 3300 SERIES DIESEL ENGINE</b> (MK-31 / 230703)</p> <p>P145172 TRACEN Yorktown, VA 0.6 Weeks ECL: 75</p>	<p><b>Description:</b> This course trains machinery technicians in the maintenance and troubleshooting procedures for 3300 series Caterpillar diesel engines on the 110' WPB and WMEC 39.</p> <p><b>Prerequisites:</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>), or equivalent experience.</p> <p><b>Note:</b> Students must have, or report with sufficient funds (approximately USD 75.00) to purchase, steel-toed safety shoes for participation in this course.</p>
<p><b>CATERPILLAR 3400 SERIES DIESEL ENGINE</b> (MK-26 / 500381)</p> <p>P143001 TRACEN Yorktown, VA 1 Week ECL: 75</p>	<p><b>Description:</b> This is a mid-level course that teaches specific machinery and related systems on the Caterpillar 3400 Series Diesel Engine.</p> <p><b>Prerequisites:</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>), or equivalent experience.</p> <p><b>Note:</b> Students must have, or report with sufficient funds (approximately USD 75.00) to purchase, steel-toed safety shoes for participation in this course.</p>
<p><b>CATERPILLAR 6.25" BORE DIESEL ENGINE</b> (MK-25 / 500380)</p> <p>P145171 TRACEN Yorktown, VA 1 Week ECL: 75</p>	<p><b>Description:</b> This is a mid-level course that teaches specific machinery and related systems on the Caterpillar 6.25-inch diesel engine bore.</p> <p><b>Prerequisites:</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>), or equivalent experience.</p> <p><b>Note:</b> Students must have, or report with sufficient funds (approximately USD 75.00) to purchase, steel-toed safety shoes for participation in this course.</p>





## Engineering

<p><b>DAMAGE CONTROL, SMALL CUTTER</b> (DC-06 / 500206)</p> <p>P129700 TRACEN Yorktown, VA 1 Week ECL: 75</p>	<p><b>Description:</b> This course is designed to provide students with the training required to act as a team member/leader in firefighting and damage control repair parties, an introduction to current USCG-approved repair locker equipment, and methodology of Damage Control Training Team (DCTT) methods for the small cutter fleet.</p> <p><b>Prerequisites:</b> Completion of Damage Controlman 'A' (<a href="#">P122209</a>).</p>
<p><b>ELECTRONICS, ADVANCED ANALOG</b> (EM-1 / 500248)</p> <p>P131130 TRACEN Yorktown, VA 7 Weeks ECL: 75</p>	<p><b>Description:</b> The purpose of this course is to train electricians (E-4 through E-9) in analog electronics technology. The course will cover instruction in AC and DC circuit analysis, and the use of digital multi-meters, oscilloscopes, function generators, discrete semiconductor devices, power supplies, filter networks, transistor power amplifiers, operational amplifiers, special application semiconductor devices, and electronic applications. The lab phase of each unit will enable the student to test, run, and troubleshoot various electronic circuits with all the latest test equipment, electronic components, and lab manuals.</p> <p><b>Prerequisites:</b> Completion of Electrician's Mate 'A' (<a href="#">P122216</a>).</p>







## Engineering

<p><b>ELECTRONICS, ADVANCED DIGITAL</b> (EM-2 / 500249)</p> <p>P131131 TRACEN Yorktown, VA 4 Weeks ECL: 75</p>	<p><b>Description:</b> This course trains electricians (E-5 through E-9) in digital electronics technology. The course includes instruction in digital applications, such as operating oscilloscopes; constructing operational amplifier circuits and digital logic gates; performs calculations in binary, octal, and hexadecimal operations; and introduces Boolean algebra, logic functions, flip-flops, counters, shift register, transducers, system interfacing, memories, and programmable logic devices. The lab phase of each unit will enable each student to be introduced to microprocessor-based systems. Each student will program, run, and troubleshoot a microprocessor to the component level.</p> <p><b>Prerequisites:</b> Completion of Electrician's Mate 'A' (<a href="#">P122216</a>) and Electronics, Advanced Analog (<a href="#">P131130</a>).</p>
<p><b>ENGINEERING ADMINISTRATION AFLOAT</b> (MK-01 / 501206)</p> <p>P174809 TRACEN Yorktown, VA 1 Week ECL: 75</p>	<p><b>Description:</b> This is an advanced-level course intended for enlisted personnel E-6 and above who are assigned to engineering duty on a ship. Subjects taught include administration and management of a ship's engineering department including records, reports, plans, publications, files, shipyard availability, drydockings and leadership.</p> <p><b>Prerequisites:</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>).</p>
<p><b>ENGINEERING ADMINISTRATION ASHORE</b> (MK-01A / 230990)</p> <p>P164201 TRACEN Yorktown, VA 1 Week ECL: 75</p>	<p><b>Description:</b> This is an advanced-level course intended for enlisted personnel E-6 and above who are assigned to ashore engineering duty. Subjects taught include the administration and management of an ashore engineering department including records, reports, plans, publications, files, shipyard availability, drydockings and leadership.</p> <p><b>Prerequisites:</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>).</p>



## Engineering

<p><b>GENERAL MOTORS DIESEL ENGINES</b> (MK-14 / 230750)</p> <p>P145435 TRACEN Yorktown, VA 1 Weeks ECL: 75</p>	<p><b>Description:</b> Traing machinery technicians in the operation, maintenance, and overhaul procedures for General Motors model 567-E2 diesel engines.</p> <p><b>Prerequisites:</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>), or equivalent experience.</p> <p><b>Note:</b> Students must have, or report with sufficient funds (approximately USD 75.00) to purchase, steel-toed safety shoes for participation in this course.</p>
<p><b>GYROCOMPASS SYSTEM, MK27</b> (EM-20 / 230810)</p> <p>P145448 TRACEN Yorktown, VA 1.8 Weeks ECL: 75</p>	<p><b>Description:</b> The purpose of this course is to teach electricians in the operation, maintenance requirements, troubleshooting techniques, and repair of the syncro and syncro amplifier systems. The lab phase includes identifying components, troubleshooting to the component level, and making operational checks of the MK-27 gyrocompass and associated equipment.</p> <p><b>Prerequisites:</b> Completion of Electrician's Mate 'A' (<a href="#">P122216</a>).</p>
<p><b>GYROCOMPASS SYSTEM, MK29</b> (EM-26 / 230950)</p> <p>P145449 TRACEN Yorktown, VA 1.6 Weeks ECL: 75</p>	<p><b>Description:</b> This course trains electricians in the operation and preventive maintenance requirements of, and troubleshooting and repair procedures for, the MK-29 MOD 1 gyrocompass. The lab phase includes preventive maintenance system (PMS); actual system failures with hands-on troubleshooting; and removal and installation of PC boards, power supplies, platform assembly, and inertial components.</p> <p><b>Prerequisites:</b> Completion of Electronics, Advanced Analog (<a href="#">P131130</a>) and Electronics, Advanced Digital (<a href="#">P131131</a>).</p>



## Engineering

<p><b>HYDRAULIC SYSTEMS AND EQUIPMENT</b> (MK-06 / 230670)</p> <p>P145423 TRACEN Yorktown, VA 2 Weeks ECL: 75</p>	<p><b>Description:</b> This course reviews hydraulic principles; components and circuitry; and operation and maintenance of hydraulically operated tools, machinery, and systems.</p> <p><b>Prerequisites:</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>).</p> <p><b>Note:</b> Students must have, or report with sufficient funds (approximately USD 75.00) to purchase, steel-toed safety shoes for participation in this course.</p>
<p><b>PROGRAMMABLE LOGIC CONTROLLERS</b> (EM-04 / 501216)</p> <p>P155399 TRACEN Yorktown, VA 1.6 Weeks ECL: 75</p>	<p><b>Description:</b> This course provides training in the fundamentals of programmable logic controllers (PLC), interpreting simple ladder logic and advanced ladder logic instructions, loading programs, writing ladder logic programs, editing and backing up programs, and troubleshooting hardware and software problems associated with PLC equipment.</p> <p><b>Prerequisites:</b> Completion of Electrician's Mate 'A' (<a href="#">P122216</a>) or equivalent experience, and Electronics, Advanced Analog (<a href="#">P131130</a>) and Electronics, Advanced Digital (<a href="#">P131131</a>).</p>
<p><b>REFRIGERATION AND AIR CONDITIONING</b> (MK-22 / 230830)</p> <p>P145414 TRACEN Yorktown, VA 6 Weeks ECL: 75</p>	<p><b>Description:</b> This is an advanced-level course that teaches the operation, maintenance and repair of modern refrigeration and air conditioning machinery and related systems specific to USCG cutters and shore stations.</p> <p><b>Prerequisites:</b> Completion of Machinery Technician 'A' (<a href="#">P122219</a>), or equivalent experience.</p> <p><b>Note:</b> Students must have, or report with sufficient funds (approximately USD 75.00) to purchase, steel-toed safety shoes for participation in this course.</p>



## Engineering

<p><b>WELDING, ALUMINUM</b> (DC-2 / 140252)</p> <p>P145422 TRACEN Yorktown, VA 4 Weeks ECL: 75</p>	<p><b>Description:</b> This advanced welding course provides an in-depth working knowledge of gas metal arc and gas tungsten arc welding. The course teaches the following topics: characteristics of aluminum alloys, gas tungsten arc welding, gas metal arc welding, and non-destructive testing. It also teaches how to weld aluminum.</p> <p><b>Prerequisites:</b> Completion of Welding, Steel (<a href="#">P145421</a>).</p>
<p><b>WELDING, STEEL</b> (DC-1 / 230300)</p> <p>P145421 TRACEN Yorktown, VA 3 Weeks ECL: 75</p>	<p><b>Description:</b> This advanced welding course provides an in-depth working knowledge of welding high yield steel.</p> <p><b>Prerequisites:</b> Completion of Damage Control 'A' (<a href="#">P122209</a>), or equivalent experience.</p>



## Health and Safety

Courses in this section prepare personnel for independent duty in a health care clinic setting, and for safe practices in handling equipment and entering confined spaces.

<p><b>DENTAL 'C' SCHOOL</b> (HS-D / 501575)</p> <p>P175006 TRACEN Petaluma, CA 3 Weeks ECL: 80</p>	<p><b>Description:</b> This course provides classroom instruction and practical experience to assist Dental Officers in all phases of dentistry. Much of the practical exercises pertain to dental techniques used as a Dental Technician within a USCG dental clinic. Charts dental conditions using prescribed abbreviations. Prepares dental treatment records. Operates dental equipment including dental x-ray. Administers dental first aid. Prepares and presents oral health education materials. Carries out procedures for minor maintenance and service for dental equipment..</p> <p><b>Prerequisites:</b> Completion of Health Services Technician 'A' (<a href="#">P175005</a>) or equivalent experience.</p> <p><b>Note:</b> None.</p>
<p><b>EMERGENCY MEDICAL TECHNICIAN</b> (EMT / 250240)</p> <p>P175005 TRACEN Petaluma, CA 3 Weeks ECL: 80</p>	<p><b>Description:</b> This course provides classroom instruction and practical experience for emergency medical care given to ill or injured persons. The practical exercises pertain to rescue techniques used in a maritime environment as encountered during USCG search and rescue missions. It is a 130-hour, intensive, college-level course. Students are required to complete both written and practical examinations.</p> <p><b>Prerequisites:</b> None.</p> <p><b>Note:</b> This course is intense and requires many hours of homework for completion.</p>
<p><b>FORKLIFTS AND WEIGHT HANDLING</b> (G-KSE-022 / 500094)</p> <p>P122221-TRACEN Petaluma, CA P122220-TRACEN Yorktown, VA 1 Week ECL: 80</p>	<p><b>Description:</b> This course provides "train-the-trainer" instruction in the safe operation of forklifts in accordance with Occupational Safety and Health Agency (OSHA) requirements in 29 CFR 1910.178. Personnel are trained as forklift instructors and will be able to test and evaluate forklift operators at their unit once they complete the course. Training is very hands on. Curriculum also covers rigging techniques and inspection requirement, and the safe operation of overhead hoists and mobile cranes.</p> <p><b>Prerequisites:</b> None.</p>



## Health and Safety

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## Maritime Law Enforcement

Maritime law enforcement (MLE) training provides the skills and knowledge required to carry out the USCG's responsibilities for enforcing U.S. and international laws and treaties in a variety of operational settings in a safe and professional manner. Most well known are the USCG's counter-narcotics and homeland security efforts that include counter-terrorism. However, MLE functions also include fisheries protection, enforcement of marine safety standards, and interdiction of illegal immigrants. Courses are offered in the operation and maintenance of weapons systems and small arms used by the USCG to carry out the law enforcement mission. All USCG MLE courses are approved under Expanded IMET (E-IMET).

### **BOARDING OFFICER, BASIC**

(MLE-01 / 341090)

### ***E-IMET APPROVED***

P173101

MLE Academy Charleston, SC

6 Weeks

ECL: 75

**Description:** This course is for the lead officer in a maritime law enforcement boarding team and is designed to provide a basic foundation in applicable legal concepts, practical experience in fundamental and advanced boarding procedures and techniques stressing teamwork and safety. Training begins in the classroom, and includes written exams. Students also learn hands-on techniques in the classroom, gymnasium and laboratory, such as how to identify and render safe weapons, how to remove weapons from persons during boardings, how to conduct searches of persons, and how to test and identify controlled substances. After establishing a strong foundation, students apply their knowledge and understanding of the law during dynamic mock boardings with experienced role players in a variety of scenarios. Students will be expected to conduct boardings in a legal manner, determine whether a violation of federal law has occurred and, if so, take the appropriate enforcement action. The Use of Force training includes the USCG's use of force continuum, deadly force, defensive tactics, handcuffing, OC pepper spray, expandable baton, and tactical procedures. Students will be required to receive a full-faced exposure to OC pepper spray. If the student has been previously exposed, he/she must provide documentation indicating when, how and with what type of product they were exposed to.

**Prerequisites:** Students must be service pistol qualified. Students will be required to complete the physical fitness test that is described on [Pages III-31-32](#) of this Handbook satisfactorily. Students will be tested on the first day of the course, with one physical fitness retest (if necessary) within the first week. Students failing retest will be placed in a physical fitness program until the test is passed. If they have not passed by the end of the course, they will receive a letter of completion instead of a graduation certificate and will not be considered a graduate of the course. Students not meeting the weapons qualification requirement will not receive a graduation certificate.

**Note:** Students need soft-soled gym shoes and athletic supporter with cup for males, and work uniforms. Students should be prepared for and expect a physically demanding course and should be in good physical condition.



## Maritime Law Enforcement

<p><b>BOARDING OFFICER, FISHERIES BASIC</b> (FTC BO)</p> <p><b><i>E-IMET APPROVED</i></b></p> <p>P124407 Location: varies 1 Week ECL: 75</p>	<p><b>Description:</b> This course is instructor lead and performance based, designed to give students basic knowledge and skills to conduct fisheries boardings. The course covers fisheries laws, fish identification, case package preparation, fishing vessel identification, commercial fishing methods, species identification, the Marine Mammal Protection Act, civil penalty process, enforcement policies and commercial fishing vessel safety. Students get hands on experience conducting mock boardings on training vessel platform.</p> <p><b>Prerequisites:</b> Completion of Boarding Officer (<a href="#">P173101</a>) or Boarding Team Member (<a href="#">P124401</a>) or equivalent experience, and familiarity with USCG boarding procedures.</p> <p><b>Note:</b> Students should be E-4 or above.</p>
<p><b>BOARDING TEAM MEMBER</b> (MLE-05 / 341095)</p> <p><b><i>E-IMET APPROVED</i></b></p> <p>P124401 MLE Academy Charleston, SC 2 Weeks ECL: 75</p>	<p><b>Description:</b> This course is designed to prepare students for their role as maritime law enforcement boarding team members. The major subject areas are defensive tactics techniques, use of force, authority and jurisdiction, personal searches, initial safety inspections, and boarding procedures. The course prepares personnel to perform as a boarding team member under the supervision of a Boarding Officer.</p> <p><b>Prerequisites:</b> Students must be service pistol qualified. Students must complete the physical fitness test described on <a href="#">Pages III-31-32</a> of this Handbook satisfactorily. Students will be tested on the first day of the course, with one physical fitness retest (if necessary) within the first week. Students failing retest or not meeting the weapons qualification requirement will be disenrolled from the course.</p> <p><b>Note:</b> Students need soft-soled gym shoes, athletic supporter with cup for males, and work uniforms. Students should be prepared for and expect a physically demanding course and should be in good physical condition.</p>





## Maritime Law Enforcement

### Maritime Law Enforcement Physical Fitness Standards

(resident training only)

Because of the physical nature of certain aspects of maritime law enforcement (MLE) training, all students attending resident training in MLE (Boarding Officer [P173101] and Boarding Team Member [P124401]) are required to take a physical fitness test on the first day of the course. The minimum passing standards for the test are listed below. Anyone failing any portion of the evaluation will have the opportunity to re-test within the first week. Any Boarding Officer student who does not meet the physical requirements by the end of the first week will be placed in a physical fitness (PT) program. Boarding Team Member Students will be disenrolled from the course.

**Note:** To ensure their ability to pass the physical fitness test, students should begin a physical fitness program prior to arriving.

#### 1-Minute Push-Up Test

1. Start with hands shoulder width apart.
2. Males will be on hands and toes only. Females will place knees on the floor and position hands slightly forward of shoulders.
3. Start in the up position with elbows extended.
4. For a proper push-up to be completed, lower the body until the chest is within one-fist distance of the floor, and then return to the up position.

#### 1-Minute Sit-Up Test

1. Lie on back, bend knees, place heels flat on the floor about 18 inches away from buttocks, and place fingers loosely on side of the head. Hands may not come off the side of head for sit-up to count.
2. In the up position, elbows will touch the knees, then return so that both shoulder blades are touching the floor.
3. Buttocks should never leave the floor.

#### Sit and Reach Test

1. Make sure you stretch before doing this.
2. With shoes off, place feet flat against box approximately 8 inches apart.
3. Hands are placed one on top of the other.
4. Students are given three attempts with the best being recorded.
5. Person should slowly stretch out along yardstick, exhaling as they go, and pausing at the end.

#### 1.5-Mile Run Test

Students must complete a 1.5-mile run within the time standard specified in the table below.

#### 12-Minute Swim Test

The pool is 25 yards in length from one end to the other. To swim 500 yards, you will have to swim 20 lengths of the pool.



## Maritime Law Enforcement

### PHYSICAL FITNESS STANDARDS TABLE

	Age	Push-Ups	Sit-Ups	Sit and Reach	1.5-Mile Run	12-Minute Swim
<b>Males</b>	< 30	29	38	16.5 inches	12:51	500 yards
	30 to 39	24	35	15.5 inches	13:36	450 yards
	40 to 49	18	29	14.25 inches	14:29	400 yards
	50 to 59	15	25	12.5 inches	15:26	350 yards
	60 +	13	22	11.5 inches	16:43	300 yards
<b>Females</b>	< 30	23	32	19.25 inches	15:26	400 yards
	30 to 39	19	25	18.25 inches	15:57	350 yards
	40 to 49	13	20	17.25 inches	16:58	300 yards
	50 to 59	11	16	16.25 inches	17:55	250 yards
	60 +	9	15	16.25 inches	18:44	200 yards





## Maritime Law Enforcement

### MK75 76MM OPERATION AND MAINTENANCE

(GM-11 / 500977)

P122701  
TRACEN Yorktown, VA  
13.4 Weeks  
ECL: 75

**Description:** To provide Gunner's Mates with the technical knowledge and skills required to perform depot and advance level maintenance, repair, and operations on the MK75 Mod 0 and 1, 76 mm/62 cal gun mount.

**Prerequisites:** Completion of Gunner's Mate 'A' ([P122210](#)).



**SMALL ARMS  
INSTRUCTOR**  
(CG-024 / 230280)

**Description:** To train personnel in the basic knowledge and skills needed to act as independent small arms instructors and to establish standardized small arms training programs.


**Note:** Students must have, or report with sufficient funds (approximately USD 75.00) to purchase, steel-toed safety shoes for participation in this course.

International quotas in this course are *extremely* limited and allocated on a case-by-case basis.



## Operations

Safe and effective boat operations require various maritime skills. These courses address the duties of coxswains aboard small utility and small response boats during standard and nonstandard operations. Search and rescue (SAR) courses train personnel in search theory and planning using the International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual, National SAR Supplement (NSS), and USCG Addendum to the NSS, and in the use of both high- and low-technology SAR equipment.

<p><b>COXSWAIN, DEFENDER CLASS INTRODUCTION</b></p> <p>MASL TBD TRACEN Yorktown, VA Duration: Unknown ECL: 75</p> 	<p><b>Description:</b> This course is under development and expected to stand up in the 3<sup>rd</sup> Quarter of FY08. It replaces the Coxswain 'C' (P145368) course which is no longer offered. This course will provide the student with classroom instruction and practical hands-on experience in the areas of: boat specifications, engineering and electrical systems, outfit and storage, boat handling, towing, operational risk assessment, and basic piloting and navigation. Completion of this course will support the skills and knowledge required for the completion of boat type coxswain qualification tasks.</p> <p><b>Prerequisites:</b> Completion of Boatswain's Mate 'A' (<a href="#">P145296</a>).</p>
<p><b>COXSWAIN, RESERVE CONTINGENCY</b> (CXN-41 / 500826)</p> <p>P124402 TRACEN Yorktown, VA 2 Weeks ECL: 75</p>	<p><b>Description:</b> This course provides a two-week long version of Coxswain (P145368) to USCG Reservists to upgrade skills and provide advanced training towards qualification as a Small Boat Coxswain. Extensive day and night underway training will be conducted in the environment in which small boats were designed to operate. Specific areas of instruction include: Boat Handling, Towing and Salvage, Rescue and Assistance, Operational Risk Assessment, Basic Piloting and Navigation, Search Patterns, and Small Boat Operations.</p> <p><b>Prerequisites:</b> Completion of Boatswain's Mate 'A' (<a href="#">P145296</a>).</p>
<p><b>COXSWAIN, RESPONSE BOAT</b> (RB-S / 501587)</p> <p>P124406 TRACEN Yorktown, VA 1.6 Weeks ECL: 75</p>	<p><b>Description:</b> This course provides classroom instruction and practical hands-on application on a Response Boat-Small (RB-S). Specific areas of instruction include: boat characteristics, design and stability, boat handling, boat piloting and navigation utilizing SINS, rescue and assistance, towing and salvage, trailering and tactics, techniques and procedures.</p> <p><b>Prerequisites:</b> Completion of Coxswain, Defender Class Introduction (<a href="#">MASL TBD</a>) or Coxswain, Reserve Contingency (<a href="#">P124402</a>).</p>



## Operations

<p><b>COXSWAIN, TACTICAL</b> (PSU-TPSB / 501507)</p> <p>P179188 Special Missions TRACEN MCB Camp Lejeune, NC 2 Weeks ECL: 75</p>	<p><b>Description:</b> This course provides tactical coxswain training to achieve the elements of skill and knowledge necessary for safe and effective performance of as a Tactical Coxswain. The Tactical Coxswain Course will provide the trainee with classroom and underway instruction including: Maritime Homeland Security, Ports and Waterways Coastal Security, Mission Contingency Planning, Patrol Orders, Operational Pre-Briefing, Pre-Arrival Enforcement Procedures, Maritime Domain Awareness, Laws and Treaties, Mission Defense Operations, Response Boat Tactics, Techniques, and Procedures (TTP), Screen Boat Duties, Tactical Reaction Boat Duties, Vessel on Vessel Use of Force/Rules of Engagement, and Weapons Employment.</p> <p><b>Prerequisites:</b> Coxswain, Defender Class Introduction (<a href="#">MASL TBD</a>). Students must be currently qualified as boat coxswain on a USCG platform, to include successful completion of the NAVRULS test within the last 5 years.</p> <p><b>Note:</b> International quotas in this course are limited and allocated on a case-by-case basis.</p>
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## Operations

### SEARCH AND RESCUE, INLAND PLANNING (INLAND SAR)

P116035  
TRACEN Yorktown, VA  
1 Week  
ECL: 80

**Description:** U.S. Air Force instructors present this 5-day course, which provides a comprehensive graduate-level look at search theory and its application to land and air searches for missing persons and aircraft, with a focus on wilderness, not urban, searches. The course consists of classroom lessons and practical tabletop exercises only. Emphasis is placed on the planning necessary for effective area-type searching during an extended search, using probability of success (POS), to allocate limited resources to their best effect predicatively. Additional topics include search area development, effort allocation, an overview of the Incident Command System (ICS), the federal role in search and rescue (SAR), and related subjects. The course does *not* teach search tactics or technical procedures. Classes are held at selected locations around the United States approximately 10 times per year.

**Prerequisites:** A *firm grounding* in SAR terminology and employment techniques, practical SAR experience, basic arithmetic and calculators skills, and an understanding of local SAR mission management requirements.

**Note:** The course is directed to *SAR leaders* in federal, state, and local emergency services and law enforcement, as well as Civil Air Patrol, international, and volunteer SAR agencies. The target audience includes on-scene incident commanders and their planners, operations leaders, and up-channel reporting chain.





## Operations

### SEARCH AND RESCUE, (SAR) MARITIME PLANNING (CG-060 / 340440)

P173100  
TRACEN Yorktown, VA  
3.4 Weeks  
ECL: 80

**Description:** Students receive training in oceanic and coastal search planning techniques, in performing as Search and Rescue (SAR) Mission Coordinator (SMC), and in using Search and Rescue Optimal Planning System (SAROPS) software, planned to be available for purchase in late 2008. This course does not train students in on-scene procedures, but emphasizes SAR planning and coordination. Instruction follows the sequential stages of the SAR system as organized by the International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual and National SAR Supplement (NSS), including awareness, initial actions, search planning, search operations, and mission conclusion. Several mathematical models are used to calculate ocean drift forces, determine search datum area, and allocate available search units. The course is difficult and intense, and requires many hours of homework for completion. The international student will train alongside his/her U.S. counterpart, who typically is en route to duty at a maritime rescue coordination center or rescue subcenter.

**Prerequisites:** This course requires previous experience in SAR operations, and proficiency in marine plotting, navigation, and mathematics (algebra and basic trigonometry). Proficiency with vector addition on maneuvering boards is a desired skill. Students will be required to operate hand-held calculators and must be proficient with personal computers.

**Note:** Students can be either officers or enlisted personnel assigned to duty as controller or assistant controller at a maritime rescue coordination center or rescue subcenter. Completion of this course will certify student(s) as National Search and Rescue School (NSAR) qualified.

Copies of the SAROPS software will *not* be provided directly to students attending this course.





## Operations Ashore - Command

The USCG promotes international maritime safety and security standards and protects the homeland in and around the waterways to shield the nation from terrorists, weapons of mass destruction, hazardous materials and other threats to security.

<p><b>CONTINGENCY PREPAREDNESS PLANNER</b> (501304)</p> <p>P171578 TRACEN Yorktown, VA 3 Weeks ECL: 80</p>	<p><b>Description:</b> Designed for officers at the port or at an oversight level who coordinate the development of or review contingency plans, operation orders, or incident action plans in support of all contingency response operations. This course also is for officers who plan port-level exercises, and for staff officers who review and approve plans and budgets for port-level exercises. Training emphasis is on the Cycle of Quality Preparedness, which begins with scenario-based planning principles, risk assessment, and doctrine of preparedness and response planning processes (Joint Operation Planning and Execution System [JOPES] and Incident Command System [ICS]). Skill development continues with creating executable plans, operations orders, and incident action plans. Then, practical application of exercise policy, development, execution, and evaluation is provided. Successful response planning concepts, after-action reporting, and lessons-learned requirements complete the cycle. In addition to this course, graduates receive course completion certificates for ICS Planning Section Workshop and ICS-300 level courses.</p> <p><b>Prerequisites:</b> All personnel are required to complete the ICS-100 correspondence course as a minimum. ICS-200 level training is highly recommended.</p> <p><b>Note:</b> The target audience is E-7 to O-4, including marine safety, operations, and support command personnel with these responsibilities.</p>
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## Operations Ashore - Command

<p><b>CONTINGENCY PREPAREDNESS PLANNER, SENIOR COURSE</b> (MS-739 / 250524)</p> <p>P171576 TRACEN Yorktown, VA 1 Week ECL: 80</p>	<p><b>Description:</b> This course offers valuable tools to manage and provide direction in all contingency planning and response management operations. Specifically, it provides training and emphasis in contingency preparedness principles, planning partnerships, Risk Based Decision Making, Deliberate and Crisis Action Planning, the Joint Operation Planning and Execution System (JOPES), exercise plans review and maintenance, Coast Guard Contingency Planning System (CPS), exercise budgeting, critical communications, and the uses and implementation of appropriate authorities and response management systems when responding to contingencies. In addition, the course includes ICS-400 level training.</p> <p><b>Prerequisites:</b> Students must be senior officers or senior-level managers who are tasked with all-hazards response management. Completion of ICS-100 and ICS-200 training.</p> <p><b>Note:</b> The target audience is commanding and executive officers at the O-4 and O-5 levels.</p>
<p><b>INTERNATIONAL CRISIS COMMAND AND CONTROL</b> (ICCC)</p> <p>P162285 TRACEN Yorktown, VA 2 Weeks ECL: 80</p>	<p><b>Description:</b> This course is designed to provide the skills necessary for decision makers to manage a variety of challenging incidents. The course consists of contingency planning doctrine familiarization, risk communications, media relations, and Incident Command System (ICS) 100/200/341 training. The curriculum is reinforced by a tour of a civilian Emergency Operations Center and a crisis management tabletop exercise in which participants will use the skills learned during the previous two weeks to respond to a challenging scenario. The student population will consist of up to 24 officers from a mix of maritime nations.</p> <p><b>Prerequisites:</b> None.</p> <p><b>Note:</b> Students should have experience with or currently be assigned to crisis management/response duties.</p>



## Operations Ashore - Command

<p><b>ON-SCENE COORDINATOR CRISIS MANAGEMENT</b> (MS-523 / 201481)</p> <p>P179288 TRACEN Yorktown, VA 1.8 Weeks ECL: 80</p>	<p><b>Description:</b> This course is designed to provide the macro skills necessary for senior decision makers to manage major maritime incidents. The course is a scenario-based seminar in which students engage in problem solving aimed at building decision-making, public relations, stakeholder interaction and response management skills. The student population consists of ten USCG officers (O-5 to O-6) and ten senior-level civilian managers and incident coordinators from the maritime industry, U.S. Environmental Protection Agency, and other state and federal agencies.</p> <p><b>Prerequisites:</b> Students must be senior officers or senior-level managers who have experience in the field of on scene coordinator for oil and hazardous substance incidents.</p> <p><b>Note:</b> Student biographical data is required for screening and approval prior to quota confirmation.</p>
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## Operations Ashore - Command

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## Operations Ashore - Prevention

The courses in this section offer training in a broad range of subjects including inspection of commercial vessels and offshore facilities, port safety and security management, and homeland security in and around the waterways to shield the nation from terrorists, weapons of mass destruction, hazardous materials and other threats to security.

<p><b>CONTAINER INSPECTION</b> (MS-542 / 500848)</p> <p>P173103 TRACEN Yorktown, VA 1.8 Weeks ECL: 80</p>	<p><b>Description:</b> This course provides instruction for officers and enlisted personnel on the procedures to conduct inspections on intermodal containers and tanks. Subjects include compliance with U.S. and international hazardous material transportation regulations, requirements for labeling and packaging of hazardous cargo materials, inspections of cargo blocking and bracing. Practical exercises include hands-on experience with documentation and inspection techniques.</p> <p><b>Prerequisites:</b> Completion of Marine Science Technician 'A' (<a href="#">P179027</a>), or Port Security Specialist 'A' (<a href="#">P179121</a>).</p> <p><b>Note:</b> Some.</p>
<p><b>EXPLOSIVES HANDLING SUPERVISOR</b> (MS-496 / 240450)</p> <p>P122252 TRACEN Yorktown, VA 2 Weeks ECL: 80</p>	<p><b>Description:</b> This course instructs officers and enlisted personnel on the proper procedures and regulations for safe handling of military and commercial explosives through seaports. Subjects areas taught include compliance with U.S. and international hazardous material transportation regulations, requirements for labeling and packaging of hazardous cargo materials, inspections of cargo blocking and bracing, examinations of cargo gear and rigging inspections, container inspections, vessel preload examinations and supervision of cargo handling operations. Practical exercises include hands-on experience with documentation and conducting container inspections.</p> <p><b>Prerequisites:</b> Completion of Port Security Specialist 'A' (<a href="#">P179121</a>).</p> <p><b>Note:</b> Because of the focus on U.S. Laws and court procedures, this course is recommended <i>only</i> if the country desires to mirror the U.S. system.</p>



## Operations Ashore - Prevention

<p><b>INVESTIGATING OFFICER</b> (MS-603 / 340860)</p> <p>P122253 TRACEN Yorktown, VA 4 Weeks ECL: 80</p>	<p><b>Description:</b> This course instructs E-4 through O-3 personnel on the application of laws, regulations and policies related to the investigation of marine casualties. Students will use scenarios and role play of marine casualties to practice basic investigative techniques such as witness interviews and evidence collection, coupled with case processing skills for cause analysis including an introduction to human factors. Emphasis of complete and accurate data entry for casualty investigations is provided with practical exercises using the approved USCG reporting system.</p> <p><b>Prerequisites:</b> Personnel must be a qualified pollution investigator, port state control boarding officer or hold qualification as one of the following: small passenger vessel, hull, or machinery inspector.</p> <p><b>Note:</b> The student should be a Marine Casualty or Accident Investigator. This course is based on U.S. investigative and administrative laws.</p>
<p><b>MARINE INSPECTOR</b> (MS-601 / 501869)</p> <p>P122226 TRACEN Yorktown, VA 4 Weeks ECL: 80</p>	<p><b>Description:</b> This course provides entry-level training for USCG marine inspectors in subjects including basic hull construction and nomenclature, welding qualification procedures, hull inspection and drydock requirements, lifesaving systems, equipment, personal lifesaving gear, firefighting systems, fire tube and water tube boilers, auxiliary systems, diesel propulsion, electrical system design considerations, machinery and boiler inspection, stability and subdivision, technical review, and occupational safety for inspectors. This course is taught using lectures, in-class and laboratory exercises, and emphasizing hands-on experience. Emphasis is also placed on developing the student's ability to identify and apply U.S. regulations and standards during the inspection of U.S. flag commercial vessels.</p> <p><b>Prerequisites:</b> None.</p> <p><b>Note:</b> Those who have successfully completed the Marine Inspector Course (Inspection Department Course) prior to March of 2006 have met the requirements of this course.</p>



## Operations Ashore - Prevention

### **PASSENGER VESSEL CONTROL VERIFICATION** (MS-529 / 500317)

P164010  
Sector Miami, FL  
1 Week  
ECL: 80

**Description:** This is an extensive course instructing students on USCG policy for foreign flagged cruise ship inspections (CVE). It covers Safety of Life at Sea (SOLAS) (48/60/74 and amendments) regulations dealing with structural and active fire protection, lifesaving, International Safety Management (ISM), emergency egress issues, machinery, stability, crew competency and drills Standards of Training, Certification and Watchkeeping (STCW) and other emerging issues. It covers other U.S. and international regulations such as Marine Pollution (MARPOL), passenger vessel and terminal security, International Load Line Convention (ILLC) and International Labor Organization (ILO). Participants include CG inspectors, cruise line representatives, classification society surveyors, foreign port and flag state inspectors, and other U.S. government agency representatives. This course features a total of three ship visits, including an actual Control Verification Exam (CVE).

**Prerequisites:** Hull, machinery or CVE qualification, or equivalent experience, education and training.

**Note:** Class is held Monday through Saturday. U.S. Government lodging is NOT available on base. Students will have to pay for lodging in local hotels. Cost of lodging in Miami is expensive, and can vary based on tourist season. Transportation to and from class may be available through a carpool. However, if personal transportation is desired, students will have to make independent arrangements through a rental car service.



## Operations Ashore - Prevention

### PORT STATE CONTROL OFFICER

(MS-602 / 501864)

P122234

TRACEN Yorktown, VA

3 Weeks

ECL: 80

**Description:** This course is designed to provide the necessary training for marine inspectors and port state control officer candidates to become lead port state control officers. Training topics will include, but are not limited to: purpose of port state control and port state control concepts; professional ethics and demeanor; awareness of cultural differences with foreign crews; vessel targeting processes; application of Safety of Life at Sea (SOLAS) requirements to foreign freight and petroleum tank vessels for hull, machinery, fire protection, lifesaving equipment, communications, navigation equipment and systems, safe management, special measures for maritime safety and security, loadlines, tonnage, manning and mariner certification, and MARPOL; application of domestic requirements (predominately navigation safety, pollution prevention and maritime security requirements) to foreign freight and petroleum tank vessels; practical guidelines on how to examine foreign freight and petroleum tank vessels and systems for compliance; control actions; reporting requirements and related activities; and appeals of Coast Guard actions. This course is taught using lectures, in-class and laboratory exercises, and emphasizes hands-on experience and procedures.

**Prerequisites:** The prospective student should be employed as a Port State Control Officer/Examiner within his/her respective country.

**Note:** Those who have successfully completed the Marine Inspector ([P122226](#)) prior to March of 2006 have met the requirements of this course. Prior familiarity with shipboard operations is highly desirable but is not mandatory.







## Operations Ashore - Prevention

<p><b>SEAPORT SECURITY ANTI-TERRORISM</b> (MS-502 / 250268)</p> <p>P179289 TRACEN Yorktown, VA 1 Week ECL: 80</p>	<p><b>Description:</b> This is an introductory course in domestic seaport security covering terrorism, crime, weapons of mass destruction, and physical security. Topics included in the course: terrorism overview, environmental extremists groups, maritime piracy and crimes, introduction to port operations, seaport security assessment plan, bombs and explosives, vehicle born improvised explosive device (VBIED), man-portable air-defense systems (MANPADS), underwater threats, weapons of mass destruction, contemporary issues, contingency planning, crisis management, seaport assessment, and seaport survey.</p> <p><b>Prerequisites:</b> None.</p> <p><b>Note:</b> Guest instructors from the U.S. Department of Homeland Security Federal Law Enforcement Training Center (FLETC) provide instruction for the course.</p>
<p><b>SUSPENSION AND REVOCATION (S&amp;R)</b> (MS-604 / 501124)</p> <p>P145477 TRACEN Yorktown, VA 3 Weeks ECL: 80</p>	<p><b>Description:</b> This course prepares senior enlisted through O-4 Investigating Officers (IO) to perform their duties. Students are taught the application of laws, regulations and policies related to investigating, analyzing, and processing civil penalty and marine personnel action cases. Students learn to use integrated processes for investigating and analyzing human performance factors within various marine incident scenarios and presenting their findings in class. Emphasis is on developing and processing personnel action cases under various scenarios and using role play. These cases will be presented before an Administrative Law Judge in mock Suspension and Revocation hearings.</p> <p><b>Prerequisites:</b> Completion of Investigating Officer (<a href="#">P122253</a>), or equivalent experience.</p> <p><b>Note:</b> The target audience is E-6 through O-4 Investigating Officers. Because of the focus on U.S. Laws and court procedures, this course is recommended <u>only</u> if the country desires to mirror the U.S. system.</p>



## Operations Ashore - Prevention

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**WATERFRONT FACILITIES  
INSPECTION**

(MS-605 / 502009)

P122702

TRACEN Yorktown, VA

2.6 Weeks

ECL: 80

**Description:** This course provides entry level training for a facility inspector in a Sector Prevention Department, or similar type unit. It is organized into segments providing instruction on the regulatory requirements which USCG regulated facilities must abide by. This course will provide a new facility inspector with a comprehensive overview of containers, designated waterfront, particular hazard, liquefied hazardous gas, liquefied natural gas, passenger terminal, bulk liquid transfer (including mobile and deep water) and barge fleeting facility inspection requirements.

**Prerequisites:** None.



## Operations Ashore - Response

The USCG promotes international maritime safety and security standards and protects the marine environment. Through training, personnel are taught to respond to oil and hazardous substance pollution incidents released into the navigable waters in order to protect public health and the environment.

<b>POLLUTION RESPONSE</b> (MS-607 / 502010)  P122703 TRACEN Yorktown, VA 1 Week ECL: 80	<b>Description:</b> This entry level training provides oil and hazardous material response and investigation training for personnel assigned to pollution response duties. Subject areas include oil and chemical properties, personal protective equipment, pollution response authority, pollution investigations, oil spill cleanup techniques, Hazardous Waste Operations and Emergency Response Standard (HAZWOPER), Incident Command System (ICS) 210, and Marine Information for Safety and Law Enforcement (MISLE). Course emphasizes on an all hazards approach to Incident Response.  <b>Prerequisites:</b> Completion of Marine Science Technician 'A' ( <a href="#">P179027</a> ) or equivalent experience.
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## Operations Ashore - Response

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## Professional Development and Leadership

Professional development and leadership courses address leadership styles, personnel management, instructor techniques and ethics, interpersonal communications and interactions, USCG roles and missions, and responsibilities of command at sea.

<p><b>CHIEF PETTY OFFICER ACADEMY</b> (G-P-CPO-ACAD / 230442)</p> <p>P171302 TRACEN Petaluma, CA 5 Weeks ECL: 80</p>	<p><b>Description:</b> This course teaches Chief Petty Officers (E-7 and above) a thorough understanding of their role as Leaders, Managers, Advisors, and Educators. Instruction is provided in areas of work-life, wellness, human resource management, oral and written communications, career information, human relations, and military customs and courtesies. Several guest speakers add value to the Academy experience. The most prominent of these are forums with the Master Chief Petty Officer of the USCG and the Commandant.</p> <p><b>Prerequisites:</b> Students must be E-7 or equivalent.</p> <p><b>Note:</b> Participants must be in good physical condition. Classes begin at 0900 on Saturday morning, followed by a welcome dinner hosted by the local Chapter of the Chief Petty Officer Association. The Academy concludes with a formal graduation dinner which requires formal military attire.</p>
<p><b>CHIEF WARRANT OFFICER (CWO) INDOCTRINATION</b> (CWO-PD / 500736)</p> <p>P171034 USCG Academy New London, CT 3 Weeks ECL: 80</p>	<p><b>Description:</b> This course focuses on building leadership competences by preparing Senior Enlisted leaders, who have NOT attended the Chief Petty Officer Academy (P171302) or equivalent, for transition into their specialties in the Officer Corps. The course builds upon individual skills attained through one's career. This course is geared towards mid grade experts in their field whom are entering the officer ranks as a Warrant Officer. This course provides a vehicle for sharing experiences to improve group effectiveness. In addition, the course concentrates on effective writing and public speaking. Key areas of emphasis are Coast Guard Vision, Core Values, Professionalism, Lifelong learning, and Uniqueness of Chief Warrant Officers in the Coast Guard. This course also emphasizes education assessment, diversity, critical thinking and mentoring.</p> <p><b>Prerequisites:</b> None.</p> <p><b>Note:</b> Students must be E-7 or equivalent.</p>



## Professional Development and Leadership

<p><b>CHIEF WARRANT OFFICER (CWO) INDOCTRINATION</b> (CWO-PD / 501614)</p> <p>P171036 USCG Academy New London, CT 2 Weeks ECL: 80</p>	<p><b>Description:</b> This course focuses on building leadership competences by preparing Senior Enlisted leaders, who have attended the Chief Petty Officer Academy (P171302) or equivalent, for transition into their specialties in the Officer Corps as a Warrant Officer. This course builds upon individual skills attained through one's career and provides a vehicle for sharing experiences to improve group effectiveness. This course facilitates professional and personal growth in knowledge, skills, attitudes and abilities through learning, self-awareness, self-assessment, feedback and reflection. Key areas of emphasis are Coast Guard Vision, Core Values, Professionalism, Lifelong learning, and uniqueness of Chief Warrant Officers in the Coast Guard. This course also emphasizes education assessment, diversity, critical thinking and mentoring.</p> <p><b>Prerequisites:</b> Completion of USCG CPO Academy (P171302) or USN Senior Enlisted Academy (P171019).</p> <p><b>Note:</b> Students must be E-7 or equivalent.</p>
<p><b>INSTRUCTOR DEVELOPMENT</b> (G-P INSTRUCTOR / 230140)</p> <p>P166435 – TRACEN Petaluma, CA P166425 – TRACEN Yorktown, VA P166400 – Various locations 1 Week ECL: 80</p>	<p><b>Description:</b> The course introduces students to performance-based, student-centered, instructor-led instructional techniques. Course topics include presentation skills, communication skills, lesson planning, performance-based objective preparation, question and answer techniques and even how to battle anxiety. The curriculum focuses on analyzing course materials and learner information (adult learning theory, objectives, lesson plans), site preparation, instructor credibility, managing the learning environment, responding appropriately to learners' needs for clarification or feedback, motivation and positive reinforcement, instructional methods, instructional media, evaluating learner performance, evaluating delivery of instruction, reporting evaluation information.</p> <p><b>Prerequisites:</b> None.</p> <p><b>Note:</b> Students will be making two performance-based presentations during the course, which are to be based on training materials they currently are using, or expect to be using.</p>



## Professional Development and Leadership

### INTERNATIONAL MARITIME OFFICERS COURSE (IMOC)

#### ***E-IMET APPROVED***

P171575  
TRACEN Yorktown, VA  
10 Weeks  
ECL: 80SA

**Description:** This program is designed specifically for international, mid-grade officers or civilians with 7-10 years of maritime experience. The course consists of a 10 week series of seminars and classes that present U.S. Coast Guard best practices and, where practical, describes the influence of the International Maritime Organization (IMO) or International Ship and Port Facility Security Code (ISPS) on Coast Guard Policy. The major areas of study include:

- Search and Rescue. Presented by instructors from the Coast Guard National Search and Rescue School, Training Center Yorktown. The purpose of the Search and Rescue (SAR) Coordination and Execution class is to provide the basic SAR knowledge necessary for understanding the fundamentals of planning and coordinating a Search Action Plan (SAP). Subject matter covers: basic SAR System and Organization; Drift Theory; Search Plan Variables; Search Patterns; SAR Communications; On-Scene Coordinator (OSC) Duties; Search and Rescue Resource Unit (SRU) Duties; General SAR Policies; Legal Aspects of SAR; Flare Incidents; and Surface and Aviation Resources. The student must complete a final assessment exercise to pass the class.
- Maritime Law Enforcement. Presented by instructors from the Federal Law Enforcement Training Center (FLETC), Charleston, SC, and the International Training Division (ITD), Training Center Yorktown. The course is a review of legal concepts and practical law enforcement techniques, including use of force, boarding procedures, search and seizure, and authority/jurisdictional issues.
- Marine Safety. Presented by instructors from the Marine Inspection and Investigations School, Training Center Yorktown. Topics include port state control and commercial vessel inspections, investigations, pollution prevention and response, Standards of Training Certification and Watchkeeping (STCW), Maritime Transportation Security Act (MTSA) implementation, the regulatory aspects of the International Ship and Port Facility Security Code (ISPS), and the International Safe Management (ISM) code.
- Port Security. Presented by instructors from the Port Security Specialist School, Training Center Yorktown and International Port Security Liaison Officers (IPSLO's) from Coast Guard Atlantic Area. Topics include physical port security, port

*Continued on next page*



## Professional Development and Leadership

### INTERNATIONAL MARITIME OFFICERS COURSE *(continued)* (IMOC)

**E-IMET APPROVED**

P171575  
TRACEN Yorktown, VA  
10 Weeks  
ECL: 80SA

control, USCG's maritime mission and authority, crisis action response, port-related terrorism, identification of weapons of mass destruction, international maritime safety initiatives, risk assessment, and USCG implementation of the International Ship and Port Facility Security Code (ISPS).

- Command and Operations. Presented by instructors from the Command and Operations School, CG Leadership Development Command. Topics include ship handling, command organization, and risk management. Students are able to use a state-of-the-art ship simulator to reinforce professional studies and exercise lessons learned in the Team Coordination Training (TCT) block of instruction. This portion of the course is held at the USCG Academy in New London, Connecticut.
- Rule of Law and Disciplined Military Operations. Presented by guest instructors from the Defense Institute of International Legal Studies (DIILS), Providence, RI. Topics include discussions on rules of engagement, the law of armed conflict and the role of a military justice system in achieving military objectives.

The formal coursework is augmented with a Field Studies Program of tours and activities which may include visits to Boston, Massachusetts; New York, New York; Philadelphia, Pennsylvania; Baltimore, Maryland; and Washington, DC. Instructional, cultural, and educational trips support academic work, expose the student to U.S. culture, and to provide an opportunity to learn more about U.S. institutions.

**Prerequisites:** Prior experience working in or supporting a multi-mission maritime agency, with strong navigational skills and ability to plot navigational courses is essential for practical exercises and group discussions.

**Note:** This course is *not* appropriate for noncommissioned officer personnel.



### INTERNATIONAL MARITIME OFFICERS COURSE GRADUATION





## Professional Development and Leadership

### INTERNATIONAL MARITIME SENIOR OFFICERS COURSE (IMSOC)

***E-IMET APPROVED***

P170010

Location: varies

2.5 Weeks

ECL: 80

**Description:** This course targets 0-5 to flag level officers and civilians of the world's maritime services and related government agencies. It is a logical extension of the continuum of international resident training currently offered at Yorktown.

The course provides senior military and civilian officials with the U.S., and more specifically, the USCG perspective of Maritime Security, and the roles that maritime services and agencies play in protecting a nation's citizens, waterways, coastal waters, population infrastructure, and natural resources. The course presents a cutting edge analysis of the state of maritime security today, and where it is going in the future. The venue for this course will be split between the USCG Training Center, Yorktown, and USCG Headquarters in Washington DC. The seminar format course is anchored on the pillars of the USCG International Strategic Guidance. The objective is to develop lasting force leveraging international partnerships in order to gain support for our efforts to:

- Maximize Maritime Domain Awareness (MDA) among cooperative nations
- Shape International Regulations and Standards
- Support National Security and Foreign Policy by clearly defining U.S. policy to our allies and friends.

The seminar will examine the issues of port security in the 21st Century, and focus on the challenges presented in interagency coordination among national military organizations, national law enforcement and regulatory agencies, state/provincial and local government agencies, the various commercial and private enterprises.

**Prerequisites:** None.

**Note:** This course is *not* appropriate for noncommissioned officer personnel. This course is offered once annually with an optimum class size of 20.



## Professional Development and Leadership

<p><b>LEADERSHIP AND MANAGEMENT</b> (G-P-OLAM / 340720)</p> <p>P162223-TRACEN Petaluma, CA P162225-TRACEN Yorktown, VA P162226-TRACEN Yorktown, VA (International only) P162224-USCG Academy, New London, CT</p> <p>1 Week ECL: 75</p>	<p><b>Description:</b> The course objective is to enhance communication skills for understanding and exerting a positive influence on others. The course provides training in leadership theory and application, strategic leadership, teambuilding, group dynamics, performance appraisals, performance problem solving, and personal ethical fitness. The training is experiential and relies heavily on role-playing, case studies, and group activities to facilitate the students' learning.</p> <p><b>Prerequisites:</b> None.</p> <p><b>Note:</b> Instructors from the Leadership Development Center teach this course at operational units throughout the USCG.</p>
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## Professional Development and Leadership

### OFFICER CANDIDATE SCHOOL

(OCS / 340370)

P164007

USCG Academy, New London, CT

17 Weeks

ECL: 80

**Description:** OCS is designed to train civilians and enlisted personnel in basic military principles, discipline, and fundamental professional skills to become commissioned as an officer. This intense military and academic training is designed to provide enough basic knowledge to allow the graduate to perform as an effective officer. The course is rigorous and challenging. The officer candidate's desire to participate must be strong enough to adjust to the demanding regulations, heavy academic schedule, and physically strenuous routine. The 17-hour daily routine includes calisthenics, inspection, morning classes (4 hours), afternoon classes (4 hours), compulsory study period (2 hours), and meals. The leadership and management curriculum includes evaluation of self and subordinates, group dynamics, interpersonal communications, leadership styles, power and authority, and interviewing and counseling. Also included in leadership and management is a subsection on physical fitness, health, and well being. Officer candidates will participate in a physical fitness program designed to improve their overall fitness level. A fitness test is given three times during OCS and includes the following events: a 1.5-mile run, a 12-minute swim, sit-ups, and cadence push-ups. Officer candidates are required to complete survival swim training. The academics curriculum provides training in junior officer skills including administration, nautical science, and USCG missions. As part of the training, officer candidates will conduct extensive research in a variety of USCG publications, study USCG history and present-day missions, and participate in first aid training. Through hands-on training, officer candidates learn nautical science concepts including maneuvering board and relative motion, piloting, celestial navigation, nautical nomenclature, shipboard communications, ship handling, international rules of the road, damage control, deck watch officer procedures, Incident Command System (ICS), Marine and Environmental Response, and other operational fields. Additionally, officer candidates will complete a two-week cruise.

**Prerequisites:** None.

**Note:** Officer candidates are required to wear USCG uniforms, which are issued to all officer candidates upon arrival; uniform cost is included in the tuition. International students should bring their country's formal dress uniform for graduation and graduation activities.

Officer candidates are required to successfully pass a general screening physical examination that is administered upon arrival. They also must successfully complete survival swim training.

See [Pages III-59-62](#) of this Handbook for physical training standards



## Professional Development and Leadership

### OFFICER INDOCTRINATION SCHOOL (OIS / 340370)

P164008  
USCG Academy, New London, CT  
16 Weeks  
ECL: 80

**Description:** This course, which parallels the Officer Candidate School (OCS) Program, is offered for junior commissioned officers. OIS shares the classroom curriculum with OCS, but does not have intense military indoctrination. It is important to know that OIS students will take their daily classes with OCS students. OIS is divided into three segments: leadership and management, academics, and operations, which include shipboard navigation and a 2-week cruise (see Officer Candidate School [[P164007](#)] for subjects). OIS students attend the swimming portion of physical fitness training and are required to pass the survival swim. They are required to attend all phases of physical training including morning calisthenics (see Officer Candidate School [[P164007](#)] for fitness testing).

**Prerequisites:** Students must be commissioned officers prior to arrival.

**Note:** International students should be in the O-1 to O-3 range. This is an ideal course for officers transferring from Army or Marine forces into a maritime service.

Officers must bring daily work uniforms and service dress uniforms for their respective service. Some winter clothing items are provided. International students should bring their country's formal dress uniform for graduation and graduation activities.

See [Pages III-59-62](#) of this Handbook for physical training standards.





## Professional Development and Leadership

### Officer Candidate School/Officer Indoctrination School Physical Training Standards

Physical fitness is a crucial part of both officer training and the professionalism that every maritime officer should embody. In keeping with this, all students attending Officer Candidate School (OCS) or Officer Indoctrination School (OIS) are required to participate in daily physical training and also must pass a physical fitness test. For both men and women, this test is composed of a 12-minute swim, a 1.5-mile run, sit-ups, and cadence push-ups. The test is given three times throughout the course and must be passed successfully to graduate. A description of each event and the testing standards for each is given below. A score of at least 60% (averaged over all events) is required to pass the test.

**Note:** To ensure their readiness to participate fully in the physical training program, as well as their ability to pass the physical fitness test, it is strongly suggested that students begin a physical fitness program prior to arriving.

#### 12-Minute Swim Test

Students must swim as many lengths as possible in a 12-minute period. Each student will have a partner to count lengths. A length is defined as the distance from one end of the pool to the other. One length = 25 yards.

#### 1.5-Mile Run Test

Students must run 1.5 miles in the lowest time possible on a flat, indoor track.

#### Sit-Ups Test

1. Starting position is lying on back, knees bent, and heels flat on the floor 8-10 inches from the buttocks. The arms should be across the chest with the hands grasping the shirt at the shoulders. A partner holds feet down firmly. Holding of the legs is not permitted. In the up position, individual should touch his/her elbows to his/her knees and then return until the shoulder blades touch the floor. The individual performs as many correct sit-ups as possible in 2-minutes.

2. Score is the total number of correct sit-ups. Resting should be done in the up position.

#### Push-Ups Test (Cadence)

1. Equipment: A recording of the two-minute cadence or a stopwatch and metronome.
2. Description: The cadence is one push-up every two seconds for a maximum of 60 in two minutes. The push-up should be executed so that the commands are "up" at one second and "down" at the next. At the start of the test, lie on your stomach, hands shoulder width apart and just under the shoulders. Fingers should be facing forward. Elbows are bent. On the "up" command, elbows are locked, body straight. Hips may not be flexed. On the "down" command, back is straight with elbows bent to at least 90 degrees. Continue for as long as possible, staying on the cadence. No resting is permitted and hand position cannot be changed. The test is finished when push-ups are not properly executed or you do not stay with the cadence.

3. Precautions: No resting. Do not change hand position. Keep body straight at all times. Hips may not flex and buttocks must be in line with back and legs.

4. Scoring: Record the number of properly executed push-ups.



## Professional Development and Leadership

### HPR TEST POINT SYSTEM - PART A

POINTS	PUSH-UPS	PUSH-UPS	SIT-UPS	SIT-UPS	1.5 MILE RUN	1.5 MILE RUN	POINTS
STD SCORE	WOMEN	MEN	WOMEN	MEN	WOMEN	MEN	STD SCORE
MAX CLUB	> 48	> 60	>100	>100	<9:55	< 8:00	MAX CLUB
100	48	60	100	100	9:55-9:50	8:00-8:04	100 Pts.
99			99	99			99
98	47	59	98	98	10:00-10:04	8:05-8:09	98
97			97	97			97
96	46	58	96	96	10:05-10:09	8:10-8:14	96
95			95	95			95
94	45	57	94	94	10:10-10:14	8:15-8:19	94
93			93	93			93
92	44	56	92	92	10:15-10:19	8:20-8:24	92
91			91	91			91
90	43	55	90	90	10:20-10:24	8:25-8:29	90
89			89	89			89
88	42	54	88	88	10:25-10:29	8:30-8:34	88
87		53	87	87			87
86	41	52	86	86	10:30-10:34	8:35-8:39	86
85	40	51	85	85			85
84	39	50	84	84	10:35-10:39	8:40-8:44	84
83	38	49	83	83			83
82	37	48	82	82	10:40-10:44	8:45-8:49	82
81	36	47	81	81			81
80	35	46	80	80	10:45-10:49	8:50-8:54	80
79	34	45	79	79			79
78	33	44	78	78	10:50-10:54	8:55-8:59	78
77	32	43	77	77			77
76	31	42	76	76	10:55-10:59	9:00-9:04	76
75	30	41	75	75			75
74	29	40	74	74	11:00-11:04	9:05-9:10	74
73	28	39	73	73		9:10-9:14	73
72	27	38	72	72	11:05-11:09	9:15-9:19	72
71	26	37	71	71	11:10-11:14	9:20-9:24	71
70	25	36	70	70	11:15-11:19	9:25-9:29	70
69	24	35	69	69	11:20-11:24	9:30-9:34	69
68	23	34	68	68	11:25-11:29	9:35-9:39	68
67	22	33	67	67	11:30-11:34	9:40-9:44	67
66	21	32	66	66	11:35-11:39	9:45-9:49	66
65	20	31	65	65	11:40-11:44	9:50-9:54	65
64	19	30	64	64	11:45-11:49	9:55-9:59	64
63	18	29	63	63	11:50-11:54	10:00-10:04	63
62		28	62	62	11:55-11:59	10:05-10:09	62
61	17	27	61	61	12:00-12:04	10:10-10:14	61
60		26	60	60	12:05-12:09	10:15-10:19	60
59	16		59	59	12:10-12:14	10:20-10:24	59
58		25	58	58	12:15-12:19	10:25-10:29	58
57	15		57	57	12:20-12:24	10:30-10:34	57
56		24	56	56	12:25-12:29	10:35-10:39	56
55	14		55	55	12:30-12:34	10:40-10:44	55
54		23	54	54	12:35-12:39	10:45-10:49	54
53	13		53	53	12:40-12:44	10:50-10:54	53
52		22	52	52	12:45-12:49	10:55-10:59	52
51	12		51	51	12:50-12:54	11:00-11:04	51
50		21	50	50	12:55-12:59	11:05-11:09	50
49			49	49	13:00-13:04	11:10-11:14	49
48	11	20	48	48	13:05-13:09	11:15-11:19	48



## Professional Development and Leadership

HPR TEST POINT SYSTEM - PART A (continued)

POINTS	PUSH-UPS	PUSH-UPS	SIT-UPS	SIT-UPS	1.5 MILE RUN	1.5 MILE RUN	POINTS
STD SCORE	WOMEN	MEN	WOMEN	MEN	WOMEN	MEN	STD SCORE
47			47	47	13:10-13:14	11:20-11:24	47
46		19	46	46	13:15-13:19	11:25-11:29	46
45	10		45	45	13:20-13:24	11:30-11:34	45
44		18	44	44	13:25-13:29	11:35-11:39	44
43			43	43	13:30-13:34	11:40-11:44	43
42	9	17	42	42	13:35-13:39	11:45-11:49	42
41			41	41	13:40-13:44	11:50-11:54	41
40		16	40	40	13:45-13:49	11:55-11:59	40
39	8		39	39	13:50-13:54	12:00-12:04	39
38		15	38	38	13:55-13:59	12:05-12:09	38
37			37	37	14:00-14:04	12:10-12:14	37
36	7	14	36	36	14:05-14:09	12:15-12:19	36
35			35	35	14:10-14:14	12:20-12:24	35
34		13	34	34	14:15-14:19	12:25-12:29	34
33	6		33	33	14:20-14:24	12:30-12:34	33
32		12	32	32	14:25-14:29	12:35-12:39	32
31		11	31	31	14:30-14:34	12:40-12:44	31
30	5	10	30	30	14:35-14:39	12:45-12:49	30
29			29	29	14:40-14:44	12:50-12:54	29
28			28	28	14:45-14:49	12:55-12:59	28
27			27	27	14:50-14:54	13:00-13:04	27
26			26	26	14:55-14:59	13:05-13:09	26
25			25	25	15:00-15:04	13:10-13:14	25
24			24	24	15:05-15:09	13:15-13:19	24
23			23	23	15:10-15:14	13:20-13:24	23
22			22	22	15:15-15:19	13:25-13:29	22
21			21	21	15:20-15:24	13:30-13:34	21
20			20	20	15:25-15:29	13:35-13:39	20
19			19	19	15:30-15:34	13:40-13:44	19
18			18	18	15:35-15:39	13:45-13:49	18
17			17	17	15:40-15:44	13:50-13:54	17
16			16	16	15:45-15:49	13:55-13:59	16
15			15	15	15:50-15:54	14:00-14:04	15
14			14	14	15:55-15:59	14:05-14:09	14
13			13	13	16:00-16:04	14:10-14:14	13
12			12	12	16:05-16:09	14:15-14:19	12
11			11	11	16:10-16:14	14:20-14:24	11
10			10	10	16:15-16:19	14:25-14:29	10
9			9	9	16:20-16:24	14:30-14:34	9
8			8	8	16:25-16:29	14:35-14:39	8
7			7	7	16:30-16:34	14:40-14:44	7
6			6	6	16:35-16:39	14:45-14:49	6
5			5	5	16:40 +	14:50-14:54	5
4			4	4		14:55-14:59	4
3			3	3		15:00-15:04	3
2			2	2		15:05-15:09	2
1			1	1		15:10-15:14	1
0			0	0		15:15 +	0



## Professional Development and Leadership

### 12-MINUTE SWIM POINT SYSTEM FOR MEN

	AGE 20-29		AGE 30-39	
	LENGTHS	POINTS%	LENGTHS	POINTS%
POOR	10	28	8	24
	11	32	9	28
	12	36	10	32
	13	40	11	36
	14	44	12	40
	15	48	13	44
FAIR	16	52	14	48
	17	56	15	52
	18	60	16	56
GOOD	19	64	17	60
	20	68	18	64
	21	72	19	68
	22	76	20	72
	23	80	21	76
EXCELLENT	24	84	22	80
	25	88	23	84
	26	92	24	88
SUPERIOR	27	96	25	92
	28	99	26	96
	29+	100	27+	100

Source: Cooper's Institute for Aerobics Research, 1998.

### 12-MINUTE SWIM POINT SYSTEM FOR WOMEN

	AGE 20-29		AGE 30-39	
	LENGTHS	POINTS%	LENGTHS	POINTS%
POOR	6	16	4	16
	7	20	5	20
	8	24	6	24
	9	28	7	28
	10	32	8	32
	11	36	9	36
FAIR	12	40	10	40
	13	44	11	44
	14	48	12	48
	15	52	13	52
	16	56	14	56
	17	60	15	60
GOOD	18	64	16	64
	19	68	17	68
	20	72	18	72
	21	76	19	76
EXCELLENT	22	80	20	80
	23	84	21	84
	24	88	22	88
	25	92	23	92
SUPERIOR	26	96	24	96
	27	99	25	99
	28+	100	26+	100

Source: Cooper's Institute for Aerobics Research, 1998.





## Professional Development and Leadership

<p><b>PROSPECTIVE COMMANDING OFFICER/ EXECUTIVE OFFICER AFLOAT</b> (PCO/XO / 340380)</p> <p>P171300 USCG Academy, New London, CT 2 Weeks ECL: 80</p>	<p><b>Description:</b> This advanced course is conducted in a seminar format and covers specific topics to enhance preparation of officer and senior enlisted personnel for command at sea. The course includes classroom and lab work, case studies, student presentations, and practical instruction in ship handling, navigation standards, rules of the road decision making, rapid radar plotting, radar collision avoidance, legal issues, military justice, team coordination training, stability, engineering administration, command philosophy, CO/XO relations, performance evaluations, personnel administration, finance, and public affairs. The value of this course highly depends on active student participation.</p> <p><b>Prerequisites:</b> Must be a prospective or current commanding officer or executive officer for a naval vessel 20 meters or greater in length.</p>
<p><b>RULE OF LAW AND DISCIPLINED MILITARY OPERATIONS</b> (RULOPS)</p> <p><b><i>E-IMET APPROVED</i></b></p> <p>P176038 TRACEN Yorktown, VA 1 Week ECL: 80</p>	<p><b>Description:</b> The International Maritime Officers Course (<a href="#">P171575</a>) contains this 1-week (32-hour) course on international law, human rights, law of the sea, military justice, law of war, and rules of engagement for international students attending U.S. military schools. It combines lecture presentations by experience USCG and Navy judge advocates with interactive discussion problems to engage international students in analysis and application of the principles advocated by the Expanded International Military Education and Training (E-IMET) initiative. Because the target audience for International Maritime Officers Course (IMOC) is maritime officers, the curriculum is adapted especially for naval officers and includes material on maritime legal issues. Although this course is part of the IMOC curriculum, international students also can sign up to attend this course separately.</p> <p><b>Prerequisites:</b> None.</p>





## Professional Development and Leadership

### U.S. COAST GUARD ACADEMY (USCGA)

P170011  
USCG Academy, New London, CT  
4-year university  
ECL: 80

**Description:** This U.S. service academy's cadet (undergraduate-level) program is demanding both physically and mentally. Professional education is provided in nautical science, military training, and physical fitness. Training culminates in the individual receiving a Bachelor of Science degree in one of the following eight majors (specialties): Civil Engineering, Electrical Engineering, Government, Management, Marine and Environmental Sciences, Mechanical Engineering, Naval Architecture and Marine Engineering, or Operations Research and Computer Analysis (Applied Mathematics). The sponsoring government must agree in advance to reimburse the USCG for all costs incurred for a cadet's training at the Academy (predetermined price varies annually), except where a waiver has been granted by the Commandant, and also must agree that, upon graduation, the cadet will serve in the comparable maritime service of his/her respective country, for an appropriate period of time, as determined by the sponsoring government. Further information is available upon request from USCG International Affairs (see [Page I-2](#) of this Handbook), or from:

Director of Admissions (tp)  
U.S. Coast Guard Academy  
31 Mohegan Avenue  
New London, CT 06320

U.S. and international cadets must be between the ages of 17 and 22 years of age, unmarried, and have no financial obligation or responsibility for any dependents.

**Prerequisites:** Students must have graduated from high school or have passed an equivalency test. Applicants must have attained a score of 600 or higher on the mathematics and critical reading (verbal) portions of the Scholastic Aptitude Test (SAT) or a score of 26 or higher on the mathematics and English portions of the American College Testing Assessment (ACT). In countries where English is not the primary language, applicants must take the Test of English as a Foreign Language (TOEFL) and receive a minimum score of 560 (paper-based test) or 220 (computer-based test). In certain situations, and with the approval from USCG Headquarters International Affairs (CG-ACO-I), the English Comprehensive Level (ECL) may be administered in lieu of the TOEFL. A minimum score of 80 is required on the ECL.

**Note:** Security Assistance (SA) funds are *not authorized* for Academy attendance. A maximum of 36 international cadets may attend at any one time.



## OJT Courses

The purpose of On-the-Job Training (OJT) programs is to provide practical application of skills learned and knowledge gained from USCG formal 'A' and 'C' School courses and to provide familiarization with the organization and missions of the hosting unit. This is intended to supplement classroom training and to provide hands-on experience and practical application of skills acquired. The actual training conducted depends on the operational commitments and operational tempo of the providing unit. The training will not qualify a student in a particular rating, but it does offer exposure to daily work situations and familiarization with USCG capabilities.

**Note:**

- Confirmation of specific location(s) may change, or be of short notice due to operational tempo of USCG units.
- Students must be prepared to pay for commercial billeting, since billeting may not be available at all units.

<p><b>AVIATION ON-THE-JOB TRAINING (AV OJT)</b></p> <p>P179AVO (officer) P179AVE (enlisted) Location: varies 1-2 Weeks ECL: 80</p>	<p><b>Description:</b> This training provides both officer and enlisted students with an opportunity to reinforce skills and knowledge related to aviation operations and maintenance. Students are assigned to an active USCG air station for a 1- or 2-week period, normally following a resident training course.</p> <p><b>Prerequisites:</b> Completion of a USCG aviation course.</p>
<p><b>FAMILIARIZATION ON-THE-JOB TRAINING (FAM OJT)</b></p> <p>P179FMO (officer) Location: varies 1-2 Weeks ECL: 75</p>	<p><b>Description:</b> These programs are conducted at operational units and enable participants to observe and, when possible, participate in USCG standard operations. OJT is intended to supplement classroom training and to provide hands-on experience and practical application of skills acquired. The actual training conducted depends on the operational commitments and operational tempo of the providing unit. The training will not qualify a student in a particular rating, but it does offer exposure to daily work situations and familiarization with USCG capabilities.</p> <p><b>Prerequisites:</b> Completion of a USCG course.</p> <p><b>Note:</b> Providing information on the student's specific area of interest and the student's next assignment will aid in the selection of the most appropriate unit for the desired training.</p>



## OJT Courses

<p><b>HEALTH SERVICES APPRENTICESHIP (HS OJT)</b></p> <p>P179299 TRACEN Petaluma, CA Duration varies ECL: 80</p>	<p><b>Description:</b> For additional on-the-job training (OJT) beyond what the Health Services Technician ‘A’ (P175005) and Dental Technician (P175006) provide, an apprenticeship program can be arranged following completion of these courses. The student would be attached to the Training Center, Petaluma, California Health Care Clinic during this program to gain practical experience under the supervision of the clinical staff.</p> <p><b>Prerequisites:</b> Completion of Health Services Technician ‘A’ (<a href="#">P175005</a>).</p>
<p><b>HITRON FAMILIARIZATION (HITRON FAM)</b></p> <p>P179HFO HITRON Jacksonville, FL 1-2 Weeks ECL: 80</p>	<p><b>Description:</b> This training provides students with an opportunity to observe the Helicopter Interdiction Squadron (HITRON) - the USCG’s source of forward deployed armed aircrews and helicopters for high threat drug trafficking and high risk security areas. The familiarization will include an overview of the mission of the HITRON to include intercept of suspect targets, use appropriate force to interdict vessels, and vector Over the Horizon Cutter Boats (OTH-CB) and cutters to the scene for apprehension. In support of Homeland Security, assets provide Airborne Use of Force resources in all directed security patrols.</p> <p><b>Prerequisites:</b> None.</p>





## OJT Courses

<p><b>MARINE SAFETY ON-THE-JOB TRAINING (MS OJT)</b></p> <p>P179MSO (officer) P179MSE (enlisted) Location: varies 1-2 Weeks ECL: 80</p>	<p><b>Description:</b> This hands-on, in-the-field training provides exposure to commercial vessel inspection activities, port state control inspections on non-U.S.-flag ships, pollution investigation and response, and shoreside facility compliance inspections. Typically, some time is spent with other USCG field offices, which provides limited exposure to small boat operations, search and rescue, and fisheries enforcement.</p> <p><b>Prerequisites:</b> Completion of a USCG <a href="#">Prevention</a> or <a href="#">Response</a> course.</p>
<p><b>MARITIME LAW ENFORCEMENT ON-THE-JOB TRAINING (MLE OJT)</b></p> <p><b><i>E-IMET APPROVED</i></b></p> <p>P179LEO (officer) P179LEE (enlisted) Location: varies 1-2 Weeks ECL: 75</p>	<p><b>Description:</b> Operational units conduct this program, which enables participants to observe USCG standard maritime law enforcement (MLE) operations at the shipboard level, including counter-narcotics or fisheries law enforcement. OJT is intended to supplement classroom training and provide practical application of skills acquired. The actual training conducted depends on the operational commitments and operational tempo of the providing unit. The training will not qualify a student in a particular rating, but it does offer exposure to daily work situations and familiarization with USCG capabilities. Providing information on the student's specific area of interest and next assignment will aid in the selection of the most appropriate unit for the desired training.</p> <p><b>Prerequisites:</b> Completion of a <a href="#">USCG MLE</a> course.</p>
<p><b>SEARCH AND RESCUE ON-THE-JOB TRAINING (SAR OJT)</b></p> <p>P179SRO (officer) P179SRE (enlisted) Location: varies 1-2 Weeks ECL: 80</p>	<p><b>Description:</b> This training provides exposure to real-life applications of maritime search and rescue (SAR) skills used by the USCG. Students will observe SAR operations at a Rescue Coordination Center (RCC), at an operational unit at the sector level (rescue subcenter that controls SAR response units), and/or at an operational unit(s). Underway time on small boats and aircraft during actual SAR cases is likely.</p> <p><b>Prerequisites:</b> Completion of a <a href="#">USCG SAR</a> course.</p> <p><b>Note:</b> This OJT may be conducted within a classified space or involve the use of classified information. Students will not be confirmed in this OJT unless the prerequisite Foreign Disclosure form is completed at least 45 days prior to the start date to enable the appropriate security vetting of the student.</p>



## OJT Courses

<p><b>TECHNICAL ON-THE-JOB TRAINING (TECH OJT)</b></p> <p>P179TEE (enlisted) Location: varies 1-2 Weeks ECL: 75</p>	<p><b>Description:</b> Technical OJT provides enlisted students with the opportunity to perform USCG operations related to various technical specialties, including aids to navigation, machinery maintenance, small boat operations, damage control, electrical/electronics, weapons maintenance, .</p> <p><b>Prerequisites:</b> Completion of a USCG technical specialty course.</p>
<p><b>UNDERWAY ON-THE-JOB TRAINING (UW OJT)</b></p> <p>P179UOL – Atlantic Area P179UOP – Pacific Area Duration varies ECL: 75</p>	<p><b>Description:</b> Opportunities for international students to participate in training aboard underway USCG cutters can be arranged as a stand-alone training activity or to complement formal classroom training.</p> <p><b>Prerequisites:</b> None.</p> <p><b>Note:</b> Student biographical data is required prior to confirmation of the OJT period.</p>







### Introduction

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USCG mobile education and training teams (MET/MTTs) can provide training in all USCG mission areas. MET/MTTs are one of the USCG's most versatile international training tools, providing training to more than 2,000 international students in approximately 60 countries each year. The teams are deployed primarily from the USCG International Training Division (ITD), which is part of the Training Center in Yorktown, Virginia. When necessary, the ITD will be augmented by other experts.

The USCG delivers a complete package of training to small groups, multi-agency audiences, or several countries in a regional forum. Several of the courses have been developed based on standard training requirements. These standard courses usually require only minor adjustments to meet host country needs, though more extensive tailoring is always possible. Utilizing several fund sources maximizes host country and requesting agency(s) funds as well as personnel resources. The USCG works with the host nation and with the respective U.S. Embassy to customize training to meet the desired objectives. More detailed information is found in each of the course descriptions.

#### Note:

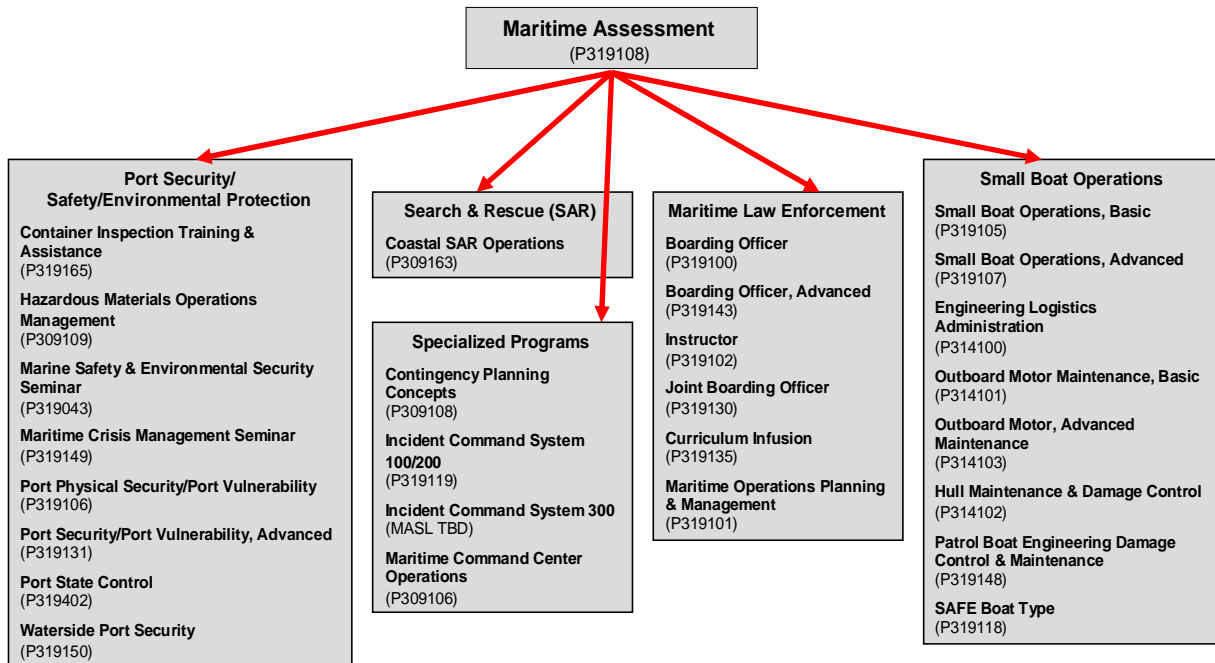
- All USCG maritime law enforcement training and the Model Maritime Service Code MET/MTTs are approved under the Expanded International Military Education and Training (E-IMET) Program.
- Any of the MET/MTTs may be conducted on a regional basis with two or more participating nations to promote regional cooperation and / or to share costs. These programs will be programmed using MASL P279XXX.
- Requests for MET/MTTs must be specific and include as much background information as possible.





## Introduction

### Mobile Education and Training Teams (MET / MTT)







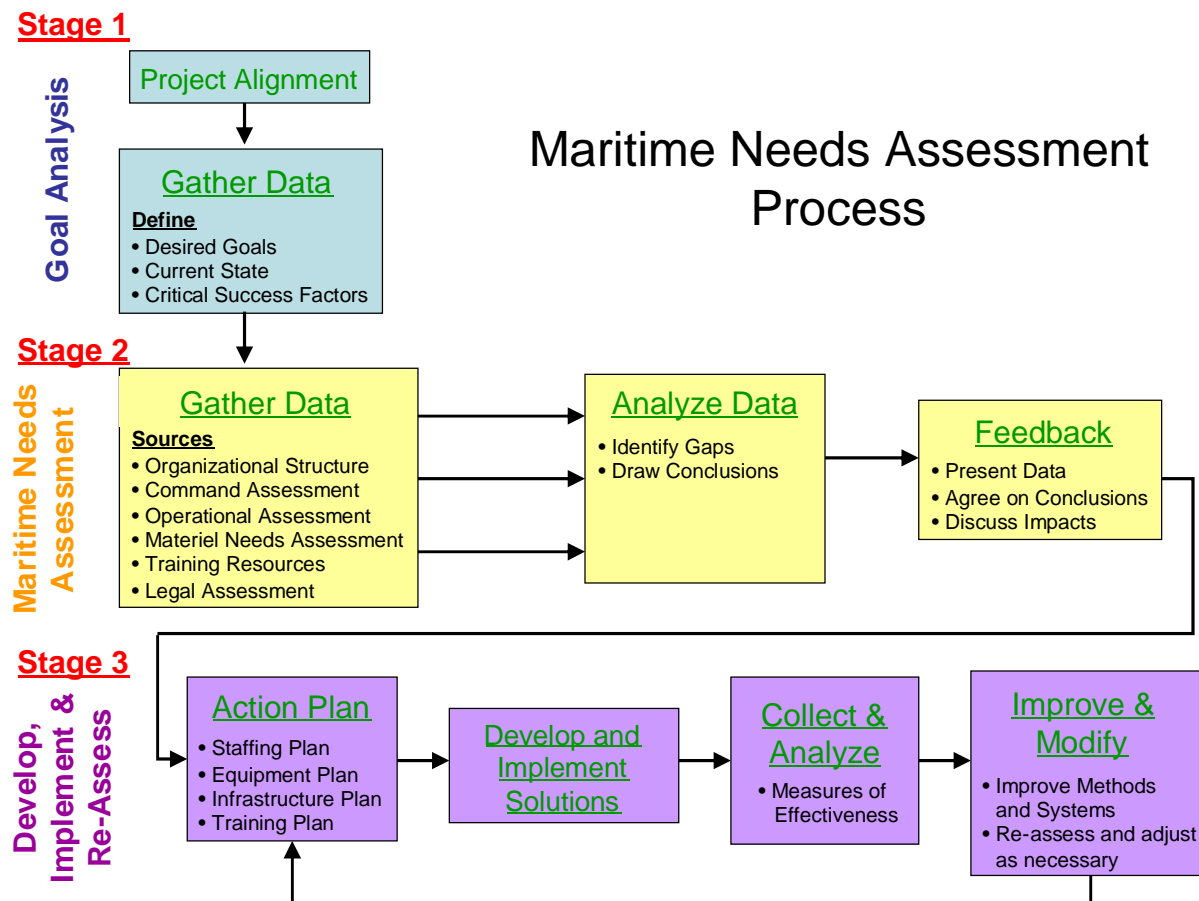
## Needs Assessment

<b>DEVELOPMENT / NEEDS ASSESSMENT</b> (CG-DEV)	<p><b>Description:</b> The team can assist a country in achieving national maritime goals in non-defense areas within the USCG's area of expertise. The team composition and length of deployment will be based on input from the host nation and U.S. Embassy officials. Should the host nation have a mission or issue that is covered by multiple U.S. agencies including the USCG, the team leader will assist in acquisition of personnel from other U.S. agencies. The team will initiate a four phase process:</p> <ol style="list-style-type: none"> <li>1) Review and refine the request/goals/issues that stimulated the assessment.</li> <li>2) Examine the mission process including, but not limited to, site surveys, interviews with subject matter experts and program managers.</li> <li>3) Develop an action plan to implement the recommended interventions.</li> <li>4) Follow up deployments to facilitate and measure effectiveness of recommended interventions.</li> </ol> <p>In the case of training plan development, phase four will be accomplished by training teams. The scope of the request will impact number of deployments required to complete phases one through four. A minimum of two team deployments are required for effective implementation of this assessment. Areas addressed by previous assessment teams include: evaluation of maritime law enforcement programs, development of model ports relative to narcotics intervention, creation of an implementation plan for a multi-mission, multi-agency maritime service management model, and development of training plans for multi-agency marine safety and maritime law enforcement programs.</p> <p><b>Prerequisites:</b> Identification of mission areas requiring review.</p> <p><b>Notes:</b> Selection of host nation and U.S. Embassy personnel to participate as members of the assessment team should be completed by Director, USCG International Affairs. If USCG members are tasked to work as member of another agency's team, this MASL can be used.</p>
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## Needs Assessment

The Maritime Needs Assessment is a comprehensive examination of a country's maritime capabilities to conduct the services they consider essential for their country's goals. In addition, the USCG Team assesses the country's capabilities and, in many cases, the diverse maritime and border agencies' missions, structure and organization to conduct the services considered to be important for the U.S. Government, i.e. port security, law enforcement, search and rescue, in relation to international standards. The Team has a minimum of five expert roles: Team Leader, Training Officer, Operations Officer, Port Security Officer, and Legal Officer. Each expert role is critical to the success of the assessment because each is interlocking and used to develop the overarching picture of a country's maritime needs and successes. The Team may be augmented and customized in accordance with customer requirements. The Assessment is accomplished through independent research as well as in-country interviews, facility inspections, and vessel examinations. Each member gathers data based on their technical expertise and generates analysis and recommendations based on that data. The final product is an all-inclusive report and action plan for all stakeholders, including the host country.





### Maritime Law Enforcement (MLE)

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These MET / MTTs provides the skills and knowledge required to carry out the USCG's responsibilities for enforcing U.S. and international laws and treaties in a variety of operational settings in a safe and professional manner. Most well known is the USCG's counter-narcotics mission. However, maritime law enforcement (MLE) includes counter-terrorism, fisheries protection, enforcement of marine safety standards, and interdiction of illegal immigrants. MLE METs and courses are tailored to specific host nation objectives.





## Maritime Law Enforcement (MLE)

### BOARDING OFFICER, MARITIME LAW ENFORCEMENT MET / MTT (CG-1)

***E-IMET APPROVED***

P319100  
1 Week  
ECL: N/A

**Description:** This five-day course consists of approximately two days of classroom instruction with three days of practical training and exercises. Classroom subjects include officer interpersonal communication, international law, boarding preparation and procedures, use of force, detection of hidden compartments and occupational hazards awareness training. Practical training includes high-risk search techniques and arrest procedures. Practical boarding exercises are designed to reinforce instruction by giving each student an opportunity to apply classroom theory in simulated boarding situations. The course is tailored to the country's specific needs and previous training experience. Common adaptations incorporate counter narcotics training, fisheries law enforcement, alien migration interdiction operations, counter terrorism or other counter smuggling efforts.

**Class Size:**

Maximum: 24 students

Minimum: 16 students

**Materials:** The host nation will need to provide the following:

- Classroom with desks and chairs of sufficient size for instructing,
- Moored, unoccupied vessel (20-40 meters) near the site,
- Chalk board or Magna-Slick board,
- Gymnasium or covered area suitable for defensive tactics, preferably with gym mats,
- Depending on country specific requests; a small quantity of narcotic substance (i.e., marijuana, cocaine, heroine, preferably the narcotic most likely to be found during a smuggling interdiction operation) for testing during labs, or fisheries boarding equipment, etc. Specific materials required will be determined directly with MTT coordinator.
- Administrative support for typing roster and graduation certificates.

**Prerequisites:** None.



## Maritime Law Enforcement (MLE)

### BOARDING OFFICER, ADVANCED, MARITIME LAW ENFORCEMENT MET / MTT (CG-17)

***E-IMET APPROVED***

P319143  
2 Weeks  
ECL: N/A

**Description:** In addition to the material presented in the Maritime Law Enforcement Boarding Officer MTT ([P319100](#)), this course includes extensive instruction and practical exercises in subject control techniques, defensive tactics, arrest procedures, use of deadly force, judgmental exercises and additional boarding exercises. The course is designed to provide host nation's boarding team members with classroom instruction and numerous practical exercises in order to confidently conduct normal to high risk boardings. The course is tailored to the country's specific needs and previous training experience.

**Class Size:**  
**Maximum:** 24 students  
**Minimum:** 16 students

**Materials:** The host nation will need to provide the following:

- Classroom with desks and chairs of sufficient size for instructing,
- Two moored, unoccupied vessels (20-40 meters) at or near the training site,
- Chalk board or Magna-Slick board,
- Gymnasium or covered area suitable for defensive tactics, preferably with gym mats,
- Depending on country specific requests; a small quantity of narcotic substance (i.e., marijuana, cocaine, heroine, preferably the narcotic most likely to be found during a smuggling interdiction operation) for testing during labs, or fisheries boarding equipment, etc. Specific materials required will be determined directly with MTT coordinator.
- Administrative support for typing roster and graduation certificates.

**Prerequisite:** Students should currently be assigned to maritime law enforcement duties.



## Maritime Law Enforcement (MLE)

### CURRICULUM INFUSION PROGRAM, MARITIME LAW ENFORCEMENT MET / MTT (CG-13)

***E-IMET APPROVED***

P319135  
1-2 Weeks  
ECL: N/A

**Description:** This course is designed for those nations setting up their own maritime boarding officer school at an established training center. Two instructors conduct an intensive curriculum review and assist the trainers in the establishment of a syllabus, honing instructional skills, setting and scheduling the course. Instructors will provide the latest information on maritime law enforcement (MLE), training aids, and instructional expertise working with the dedicated trainers to improve the established program.

**Class Size:**

Maximum: 8 students

Minimum: 3 students

**Materials:** The host nation will need to provide the following:

- Classroom with desks and chairs of sufficient size for instructing,
- Moored, unoccupied vessel (20-40 meters) at the site,
- Gymnasium or covered area suitable for defensive tactics, preferably with gym mats,
- Administrative support for typing roster and graduation certificates.

**Prerequisites:** An established training command and strong desire to integrate a boarding officer course into their program.

**Note:** This course can only be delivered when recommended by International Training Division (ITD) Yorktown.







## Maritime Law Enforcement (MLE)

### INSTRUCTOR, MARITIME LAW ENFORCEMENT MET / MTT (CG-3)

***E-IMET APPROVED***

P319102  
1 Week  
ECL: N/A

**Description:** This one week course is designed to instruct students on how to effectively train others in maritime law enforcement as Boarding Officers or Boarding Team Members. Students in this course are taught techniques in student management, presentation skills, developing visual aids, developing role-play scenarios, and theories of feedback and adult learning. The course is instructed in a workshop format with 80% student presentations and work time. Each student will be required to present two blocks of instruction.

**Class Size:**  
Maximum: 12 students  
Minimum: 6 students

**Materials:** The host nation will need to provide the following:

- Classroom with desks and chairs for instructing,
- Office or second classroom for reviewing presentations with students,
- Chalk board or Magna-Slick board,
- Moored, unoccupied vessel (20-40 meters) at the site,
- Administrative support for typing roster and graduation certificates.

**Prerequisites:** Students must be prior graduates of the Maritime Law Enforcement Boarding Officer MTT ([P319100](#)) or the Advanced Boarding Officer MTT ([P319143](#)) within the past year. Students should currently have maritime law enforcement training responsibility.





## Maritime Law Enforcement (MLE)

<b>JOINT MARITIME LAW ENFORCEMENT BOARDING OFFICER MET / MTT</b> (CG-5)	<p><b>Description:</b> This one week course is identical to the Maritime Law Enforcement Boarding Officer MTT (<a href="#">P319100</a>), but is instructed jointly using two USCG instructors and two or more host nation instructors. This course is designed to increase the proficiency of the host nation instructors. Host country instructors must meet prerequisites. This course ideally follows immediately after a Maritime Law Enforcement Instructor MTT (<a href="#">P319102</a>).</p>
<b><i>E-IMET APPROVED</i></b>	<p>Class Size: Maximum: 24 students Minimum: 16 students</p>
<p>P319130 1 Week ECL: N/A</p>	<p><b>Materials:</b> The host nation will need to provide the following:</p> <ul style="list-style-type: none"> <li>• Classroom with desks and chairs of sufficient size for instructing,</li> <li>• Moored, unoccupied vessel (20-40 meters) at the site,</li> <li>• Chalk board or Magna-Slick board,</li> <li>• Gymnasium or covered area, preferably with gym mats,</li> <li>• Depending on country specific requests; a small quantity of narcotic substance (i.e., marijuana, cocaine, heroine, preferably the narcotic most likely to be found during a smuggling interdiction operation) for testing during labs, or fisheries boarding equipment, etc. Specific materials required will be determined directly with MTT coordinator.</li> <li>• Administrative support for typing roster and graduation certificates.</li> </ul> <p><b>Prerequisites:</b> Joint instructors must have graduated from either the Boarding Officer MTT (<a href="#">P319100</a>) or the Advanced Boarding Officer MTT (<a href="#">P319143</a>) and the Instructor MTT (<a href="#">P319102</a>) within the previous 2 years. Joint instructors should currently have maritime law enforcement training responsibilities. Students should currently be assigned to maritime law enforcement duties.</p> <p><b>Note:</b> Host nation instructors must be dedicated to the course for the entire week.</p>





## Maritime Law Enforcement (MLE)

### MARITIME OPERATIONS PLANNING AND MANAGEMENT, MARITIME LAW ENFORCEMENT MET / MTT (CG-2)

***E-IMET APPROVED***

P319101  
1 Week  
ECL: N/A

**Description:** This one-week course is a basic, entry-level familiarization for personnel new to this field or for organizations new to these responsibilities. It is designed for junior officers and / or enlisted personnel with the responsibility for planning and implementing and coordinating multi-unit law enforcement, search and rescue, and port security operations, i.e. vessel operations officers and operations center personnel. The course curriculum includes operations center organization and fundamentals, information management and operations planning and tactics. Approximately 50% of the course consists of practical exercises including the development of an operation plan and the implementation of that plan during two intense tabletop exercises. This course is highly tailored for country specific concerns and issues. Basic information about search and rescue operations and procedures is also available upon request.

**Class Size:**

**Maximum:** 16 students

**Minimum:** 12 students

**Materials:** The host nation will need to provide the following:

- 2 classrooms with desks and chairs for instructing,
- 2 Chalk boards or Magna-Slick boards,
- 2 navigational charts (coastal approach charts of local area),
- Administrative support for typing roster and graduation certificates.

**Prerequisites:** None.

**Note:** All agencies with maritime jurisdiction should be involved for an integrated approach to interdiction.





## **Maritime Law Enforcement (MLE)**

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## Port Security / Safety and Environmental Protection

This training promotes international maritime safety and security standards. The courses in this section offer training in a broad range of subjects including port safety and security management, inspection of commercial vessels and offshore facilities, environmental response, and the development of national and international pollution response plans. Training is tailored to host nation objectives and may include one or several blocks of related training.

### CONTAINER INSPECTION TRAINING AND ASSISTANCE MET / MTT (CITAT)

P309165  
1 Week  
ECL: N/A

**Description:** This course is designed for enforcement personnel who will be conducting inspections of inter-modal shipping containers. The curriculum consists of various modules so that the MTT can be tailored for the appropriate target audience.

The following subjects can be included:

- Primary dangerous goods shipping regulations,
- HAZMAT shipments,
- Shipboard stowage and segregation of dangerous goods,
- Multi-agency strike force operation planning and execution,
- Government/industry partnership training,
- Safety awareness training,
- Dangerous goods material communications for response personnel.

The target audience can range from government or industry personnel with no to little, basic or extensive knowledge of shipment of dangerous goods, including personnel from various agencies that have an overlapping responsibility for inspections of intermodal shipping containers for dangerous goods, drugs and other contraband.

**Class Size:**

Maximum: 24 students

Minimum: 12 students

**Prerequisites:** None.



**Port Security / Safety and Environmental Protection****HAZARDOUS MATERIAL  
OPERATIONS /  
MANAGEMENT  
MET / MTT  
(CG-36)**

P309109  
1 Week  
ECL: N/A

**Description:** This five-day course of instruction is designed to instruct students on the fundamentals of basic hazardous materials (HAZMAT) operations. Principles of this course include the proper management of HAZMAT, including the handling, shipping, and storage of hazardous materials in accordance with the International Maritime Dangerous Goods (IMDG) Code. Through both classroom and practical training the student becomes familiar with: health and safety issues, incident management, hazard and risk analysis, personal protective clothing, and decontamination.

**Class Size:**

Maximum: 24 students

Minimum: 16 students

**Materials:** The host nation will need to provide the following:

- A large, well lighted classroom
- A white board or chalk board
- Administrative support (printing class rosters and student certificates)
- Access to commercial port HAZMAT Facilities (for practical exercises)
- Detailed maps of the commercial port area (for tabletop exercises)

**Prerequisites:** None.

**Note:** Students for this course should be middle to upper-level managers directly responsible for the general management/handling of port HAZMAT operations.



## Port Security / Safety and Environmental Protection

### MARINE SAFETY AND ENVIRONMENTAL SECURITY SEMINAR (CG-18)

P319043  
1-2 Weeks  
ECL: N/A

**Description:** The first phase of this offering is in seminar format and is designed for Mid-Managers and Senior Managers. Phase one is an overview of the USCG's Marine Safety and Environmental Security Program. An assessment of the host nation's program is also conducted to determine the host nation's specific training needs as well as the best audience or agency to receive the training. A specific training program is then designed and delivered at a later date or over a series of dates. During subsequent phases, a USCG Training Team returns and delivers the customized program to the target audience.

The following topics of instruction can be covered as modules of a broad course or can be given individually:

- Incident Command System (ICS)
- Port State Control
- Waterfront Facility Designations and Inspections
- Freight/Tank Vessel Navigation Safety and Pollution Prevention Examinations
- Maritime Pollution Laws (MARPOL Annexes I through V)
- Safety of Life at Sea (SOLAS) Conventions
- International Maritime Dangerous Goods Code (IMDG)
- International Hazard Classes
- Cargo Stowage and Segregation
- Freight Container Inspections
- Maritime Occupational Safety and Health
- Spill Containment/Recovery Devices and Techniques
- Shoreline Cleanup Techniques and Damage Assessment
- Contingency Planning
- International Ship & Port Facility Security Code/Maritime Transportation Security Act (ISPS/MTSA) Compliance Seminar

Seminar Size:

Maximum: 12 persons

Minimum: 6 persons

Class Size:

Maximum: 24 students

Minimum: 12 students

Materials: The host nation will need to provide the following:

- A large, well lighted classroom,
- A white board or chalk board,
- Administrative support,
- Access to a commercial port facility,
- Access to a commercial freight and tank vessel,
- An empty 6 or 12 meter inter-modal freight container.

**Prerequisites:** None.



## Port Security / Safety and Environmental Protection

### MARITIME CRISIS MANAGEMENT SEMINAR (CG-27)

P319149  
2 Weeks  
ECL: N/A

**Description:** This course is designed to provide the skills necessary for decision-makers to manage, respond to, and mitigate an emergency or crisis incident within a maritime port. Built upon the Advanced Port Physical Security / Port Vulnerability MTT ([P319131](#)), this course includes a September 11, 2001 Case Study, and two tabletop exercises to reinforce training on the Incident Command System, focusing on the students' ability to respond in their environment after learning the theories and techniques of crisis management.

**Class Size:**

Maximum: 16 students

Minimum: 10 students

**Materials:** The host nation will need to provide the following:

- A large, well lighted classroom,
- A white board or chalk board,
- Administrative support,
- Access to a commercial port area (for practical exercises),
- Detailed maps of the commercial port area (for tabletop exercises).
- Cargo vessel or container for practice boardings.

**Prerequisites:** None.

**Note:** Students for this course should be mid- to upper-level managers directly responsible for managing and mitigating a crisis within a maritime port. Additionally, the target student audience should be from multiple civilian and military maritime agencies, depending on the host country.





## Port Security / Safety and Environmental Protection

### PORT PHYSICAL SECURITY / PORT VULNERABILITY MET / MTT (CG-4)

P319106  
1 Week  
ECL: N/A

**Description:** This course introduces students to various port physical security measures and tactics, as well as security surveys and port vulnerability assessments. Classroom instruction is reinforced through two practical exercises. Students complete a physical security survey and a port vulnerability assessment of their port, and then design security measures to mitigate identified threats. Covered topics include:

- International Ship and Port Facility Security (ISPS)
- Access Control
- Barrier Systems
- Intrusion Detection Systems (IDS's)
- Security Lighting Systems
- Locking Systems
- Security Surveys
- Port Vulnerability Assessments
- Security Planning

Class Size:

Maximum: 24 students

Minimum: 12 students

Materials: The host nation will need to provide the following:

- A large, well lighted classroom with a white board or chalk board,
- Access to a commercial port area (for practical exercises),
- Detailed maps of the commercial port area,
- Administrative support

**Prerequisites:** Students must be serving in a maritime safety or port security capacity at the management level. It is important that the appropriate student population be identified from both civilian and military maritime agencies that have these responsibilities.



## Port Security / Safety and Environmental Protection

### PORT PHYSICAL SECURITY / PORT VULNERABILITY, ADVANCED MET / MTT (CG-7)

P319131

1-2 Weeks

ECL: N/A

**Description:** This course is designed for Mid-Level Managers. The course content is identical to the Port Physical Security/Port Vulnerability Assessment ([P319106](#)) MTT. However, students receive additional instruction in Waterways Management Tools and Risk Management. There is a third tabletop exercise that involves developing a physical security plan within a port area assessed during the physical security survey or port vulnerability assessment exercises.

**Class Size:**

Maximum: 20 students

Minimum: 10 students

**Materials:** The host nation will need to provide the following:

- A large, well lighted classroom with a white board or chalk board,
- Administrative support,
- Access to a commercial port area (for practical exercises),
- Detailed maps of the commercial port area (for tabletop exercise),
- Cargo vessel for practice boardings

**Prerequisites:** Students should be serving in a maritime safety or port security capacity at the senior management level. It is important that the appropriate student audience be identified from both civilian and military maritime agencies that have these responsibilities.

**Note:** This course provides students with the tools to promote port security, deter theft, and improve counter-narcotics interdictions.





## Port Security / Safety and Environmental Protection

### PORT STATE CONTROL MET / MTT (CG-31)

P309042  
1 Week  
ECL: N/A

**Description:** This course is designed to provide host nations exposure on how to monitor commercial vessel traffic in compliance to international conventions and verify that vessel operation and manning is applicable to international laws. Best practices will be shared on the implementation and maintenance of the services within a Port State Control Program that include inspection techniques for the verification of vessel condition, monitoring techniques, and the application of both security and environmental procedures. Challenges in the adherence to international safety, security, and environmental standards are covered as well.

**Class Size:**

Maximum: 24 students

Minimum: 16 students

**Materials:** The host nation will need to provide the following:

- A large, well lighted classroom with large tables
- Audio/Visual equipment to include white board (dry erase)
- Administrative support (printing class rosters and student certificates)

**Prerequisites:** None.





## Port Security / Safety and Environmental Protection

### SEAPORT SECURITY / ANTI-TERRORISM SEMINAR (CG-30)

P319151  
2 Weeks  
ECL: N/A

**Description:** This seminar is designed to provide the students an understanding of the basic principles of protecting a maritime port complex. Students will examine threats and defensive tactics that effect both shoreside and waterside security. This seminar also teaches students how to recognize potential terrorist targets, possible delivery methods, actions which might indicate potential terrorist activity, and appropriate use of force and rules of engagement models. A basic explanation of threats and weapons of mass destruction will provide the basis for the students to develop a port defense plan through the use of operational risk management and development of a training and exercise plan. Case studies regarding several security events will be studied. Students will also be required to visit a local port and provide evaluations and recommendations with regards to the port's security posture, which will be used as input for the drafting of an exercise plan. Finally, the students will be trained in the Incident Command System (ICS), taught how to formulate and initiate an exercise, and be given an opportunity to form an ICS structure and function as an ICS Command while testing a tabletop exercise.

**Class Size:**

Maximum: 24 students

Minimum: 12 students

**Topics covered during the seminar:**

- Maritime Threat Overview (USS Cole, Yemen, Morocco and Tamil Tigers)
- Video/Case Study of Al Qaeda's Navy
- Weapons of Mass Destruction Overview
- Weapons Delivery Systems
- Harbor Control and Port Security Operations
- Shoreside Facility Security
- Port Defense Strategies
- ISPS (International Ship and Port Security Codes)
- Operational Risk Management
- Developing an Exercise Plan
- Case Studies of Olympic Waterside Preparations (Atlanta '96, Greece '04)
- Incident Command System
- Port Visit with student plans
- Drafting a Port Operations Plan
- Table-Top Port Security Exercise

*Continued on next page*



## Port Security / Safety and Environmental Protection

### SEAPORT SECURITY / ANTI-TERRORISM SEMINAR *(continued)* (CG-30)

P319151  
2 Weeks  
ECL: N/A

**Materials:** The partner nation needs to provide the following:

- A large, well lighted classroom with large tables
- Audio/Visual equipment to include white board (dry erase) and VCR (NTSC)
- Administrative support (printing class rosters; student certificates)
- Access to a port facility within 1 hour driving distance from the location of the classroom for ½ day and ½ night evolutions during the first week.
- Waterside Port Security Tactics Demonstration (fixed and moving High Value Asset escort).

**\*\*Not required, but highly recommended\*\***

**Prerequisites:** This seminar is designed for senior level leaders who are involved with developing port operations and contingency plans. Introduction to vessel duties is built upon the Waterside Port Security MTT ([P319150](#)) tactics.





## Port Security / Safety and Environmental Protection

### WATERSIDE PORT SECURITY MET / MTT (CG-28)

P319150  
2 Weeks  
ECL: N/A

**Description:** This course is designed to provide the students (four 4-member small boat crews) an understanding of the basic principles of protecting a high-value asset (vessel or land facility) from threats coming from the sea in a maritime port complex. Course includes a basic overview of Weapons of Mass Destruction, Maritime Threats and Boat Tactics. Students will demonstrate proficiency in boat tactics designed to protect a high-value asset during the practical exercises utilizing the tactics taught in the classroom. These exercises will test the student's ability and knowledge by requiring them to prevent an attack on their asset from an "enemy" small boat. Students will be required to demonstrate proficiency in single and multiple small boat tactics.

**Class Size:**

Maximum: 16 students

Minimum: 12 students

**Materials:** The host nation will need to provide the following:

- A large, well lighted classroom with large tables
- Audio/Visual equipment to include white board (dry erase)
- Administrative support (printing class rosters and student certificates)
- 4 fully operational small boats (6–12 meters in length). An operational small boat is a fully operational vessel with fully qualified crew (i.e. the normally assigned boat crew), adequate life saving and fire fighting equipment, and fuel.
- One asset to protect, preferably a large vessel 18-30 meters for underway operations or port facility very close to water.

**Prerequisites:** None.

**Note:** Students shall be comprised of four 4-member qualified boat crews.





## Search and Rescue (SAR)

These courses train Search and Rescue (SAR) personnel in search theory and planning using the U.S. National SAR Manual and in the use of both high and low technology SAR equipment. Training personnel improves their ability to rescue people from the water, from sinking ships, from rooftops in flooded areas, and from cliffs.

### COASTAL SEARCH AND RESCUE OPERATIONS MET / MTT (CG-23)

P309163  
1 Week  
ECL: N/A

**Description:** This course provides search and rescue personnel training on USCG and IAMSAR (International Aeronautical and Maritime Search and Rescue Manual) search planning, coordination and operational methodologies. Training can be tailored to specific country needs. Focus topics typically include awareness and initial actions, search plan decision-making, search area description, selecting, plotting, and navigating search patterns, communications, risk management, and public relations. The course includes both classroom instruction and a final search and rescue exercise.

**Class Size:**  
Maximum: 24 students  
Minimum: 12 students

**Materials:** Host nation will need to provide classroom with one chart table for every three students

**Prerequisites:** Participants must have basic navigation and seamanship skills. All participants should be currently assigned to SAR duties at the station or command center level.







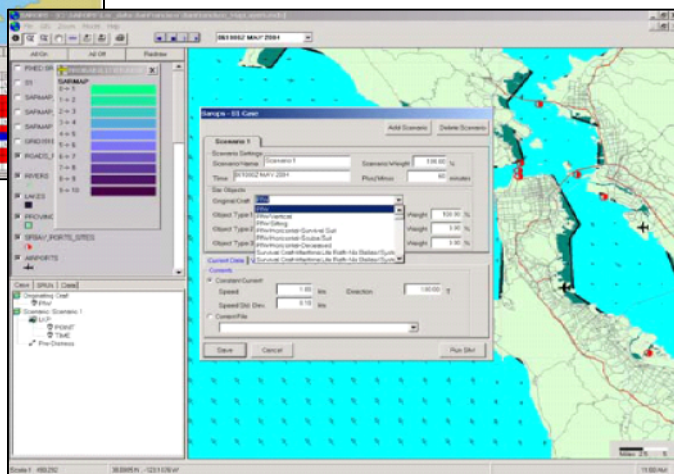
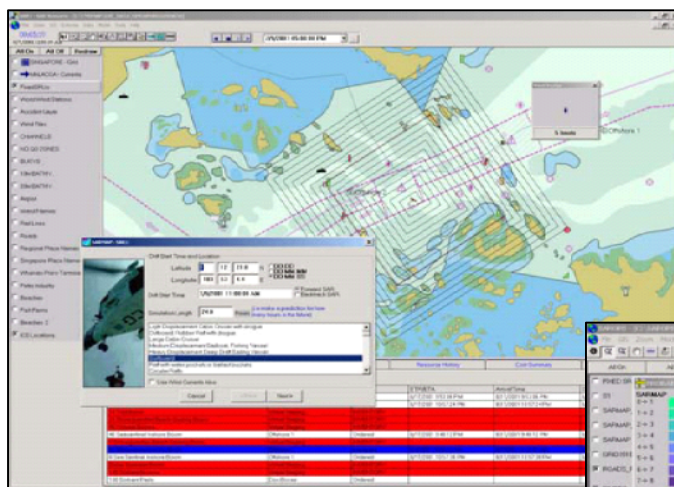
## Search and Rescue (SAR)

### SEARCH AND RESCUE OPTIMAL PLANNING SYSTEM (SAROPS) MET / MTT

MASL TBD  
ECL: N/A



**Description:** An MTT is under development to deploy and train on the Search and Rescue Optimal Planning System (SAROPS), the next generation of software for the USCG's national search and rescue operations. SAROPS uses a sophisticated, cutting-edge animated grid model to project where floating persons or objects might be located. It allows the search planner to define the scenario; to access environmental data such as winds and water currents patterns, to compute drift trajectories, to estimate effective sweep widths, to predict survival times; to simulate environmental hazards; and to develop near optimal search plans, given the amount of resources available.





## Small Boat Operation and Maintenance

Strong naval engineering, expert small boat operations and competent maintenance are essential to effective operations, and to keep vessels and equipment operating at peak performance. These courses cover a broad range of topics including engineering and logistics administration, outboard motor and hull maintenance, small boat operations and training program development. Specific course offerings may be tailored to meet host nation requirements.

<b>ENGINEERING LOGISTICS AND ADMINISTRATION MET / MTT (CG-8)</b>	<b>Description:</b> This course assists countries in developing an engineering and logistics support system necessary for vessels and support facilities conducting coast guard-like missions. Basic training is provided in safety, preventative maintenance systems, engineering logs, records, budgeting and finance.
P314100 2 Weeks ECL: N/A	<p>Class size: Maximum: 15 students Minimum: 12 students</p> <p>Material: Host nation will need to provide a classroom large enough for number of students (preferably climate controlled) with tables and chairs.</p> <p><b>Prerequisites:</b> No previous classes are required. However, students should work in engineering jobs and be responsible for management of engineering records, procurement, personnel and supply.</p> <p><b>Note:</b> This course is most effective when it is tailored to the host country's needs. Trainers will need to know what equipment the country is required to maintain. This can be done by working directly with International Training Division (ITD) personnel. Recommend that the country team conduct a vessel and equipment assessment prior to training in order to accurately assess the current state of the countries engineering support.</p>





## Small Boat Operation and Maintenance

<b>HULL MAINTENANCE AND DAMAGE CONTROL MET / MTT (CG-14)</b>  P314102 2 Weeks ECL: N/A	<p><b>Description:</b> This course teaches basic preventative maintenance and repair for fiberglass, aluminum and steel hulled vessels, including proper maintenance of damage control equipment. Course will be tailored to host nation's vessel types.</p> <p><b>Class Size:</b> Maximum: 20 students Minimum: 12 students</p> <p><b>Materials:</b></p> <ul style="list-style-type: none"><li>• Emergency / fiberglass repair kits</li><li>• Damage control repair and patch kits</li><li>• Tools and other damage control materials must be purchased and in country prior to scheduled training.</li><li>• Lists of materials will be developed by International Training Division (ITD) personnel with sufficient lead-time to make procurements.</li></ul> <p><b>Prerequisites:</b> Students must have a background in engineering training and/or damage control experience.</p> <p><b>Note:</b> In order to properly prepare this training, the host nation must provide the International Training Division (ITD) with manufacturer's information on their vessels' hull materials.</p>
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## Small Boat Operation and Maintenance

### OUTBOARD MOTOR MAINTENANCE, BASIC MET / MTT (CG-9)

P314101  
1 Week  
ECL: N/A

**Description:** This course teaches basic operation and preventative maintenance, including troubleshooting techniques for outboard boat motors. Students will receive classroom instruction as well as practical experience on the host country's outboard motors.

**Class Size:**

Maximum: 20 students

Minimum: 12 students

**Materials:** Host country must have outboard motors to work on including required special tools, spare parts, and manuals for their specific engines. In addition, computer diagnostic programs and computer / palm pilots must be provided, if applicable, to perform diagnostics on that type of outboard motor.

**Prerequisites:** Students must have a background in engineering training and/or experience.

**Note:** In order to properly prepare this training, the host nation must provide the International Training Division (ITD) with the manufacturer's information (serial number, model number and year) on their outboard motors. It is extremely important that this information be provided well in advance of the training dates (at least four weeks) to properly prepare the team for course instruction. This course can be customized to meet country needs.





## Small Boat Operation and Maintenance

### OUTBOARD MOTOR MAINTENANCE, ADVANCED MET / MTT (CG-19)

P314103  
2 Weeks  
ECL: N/A

**Description:** This course teaches advanced outboard preventative maintenance and troubleshooting techniques. The course includes a complete disassembly and re-assembly of power heads and lower units. Students will receive classroom instruction as well as practical experience in major engine overhaul procedures. This course is designed for both carburetor and fuel injected outboard motors.

**Class Size:**  
**Maximum:** 20 students  
**Minimum:** 12 students

**Materials:** Host country must have outboard engines to work on including required special tools, spare parts and manuals for their specific motors. In addition, computer diagnostic programs and computer / palm pilots must be provided, if applicable, to that outboard.

**Prerequisites:** Students must have a background in engineering as well as previously completed Outboard Motor Maintenance, Maintenance CG9 MTT ([P314101](#)).

**Note:** In order to properly prepare for this training, the host nation must provide the International Training Division (ITD) with the manufacturer's information on their outboard motors. This includes model, serial numbers, and manufacturer of the specific engines to be used for tear down and rebuilding portion of the training. It is extremely important that this information be provided well in advance of the training dates (at least four weeks) to properly prepare the team for course instruction.





## Small Boat Operation and Maintenance

<p><b>PATROL BOAT ENGINEERING DAMAGE CONTROL AND MAINTENANCE MET / MTT (CG-26)</b></p> <p>P319148 2-4 Weeks ECL: N/A</p>	<p><b>Description:</b> This course provides instruction on patrol boats characteristics, ship engineering and standard and emergency operation procedures. Ship's crews receive detailed hands on training of established drills and maintenance procedures developed for the 82 foot. / 25 meter patrol boats by the USCG. Course subjects include Vessel Characteristics, Crew Responsibilities, Operations, Ships Engineering and Machinery, Shipboard Firefighting Procedures, Shipboard Equipment, Maintenance and Troubleshooting, Casualty Control, Engineering Logistics and Administration. This course can be tailored to other patrol boats (65 to 150 feet / 19.8 to 45.7 meters in length).</p> <p><b>Class Size:</b> Maximum: 15 students Minimum: 7 students</p> <p><b>Materials :</b> The host nation will need to provide the following:</p> <ul style="list-style-type: none"><li>• Patrol boat in operating condition</li><li>• A large well lighted classroom</li><li>• A television.</li><li>• Patrol boat fuel tanks topped off at 95% capacity (82 feet / 25 meters patrol boat is 2,060 gallons / 7,898 liters)</li></ul> <p><b>Prerequisites:</b> None.</p>
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## Small Boat Operation and Maintenance

<b>SAFE™ BOAT TYPE MET / MTT (CG-33)</b>	<p><b>Description:</b> This course is designed to develop and provide logistical support to the host nation as well as examine, in-depth, operational knowledge regarding the 25 foot (7.62 meters) and 42 foot (12.8 meters) SAFE™ Boats. Course is designed to develop a preventive maintenance system, engineering logs, basic/advanced preventative maintenance, troubleshooting techniques and troubleshooting procedures. All maintenance and troubleshooting procedures will be conducted in accordance with the manufacturer's technical manuals to ensure proper techniques and procedures are utilized. This will also enable the students to become familiar with using the diagnostic software and equipment associated with SAFE™ Boats. In addition, this course assists in the development of a small boat training program based on USCG standards which aims to build and develop more advanced practical exercises for towing, navigation, radar, navigation rules and techniques, basic first aid and emergency procedures such as man overboard heavy weather considerations, night operations, coxswain skills, navigation, towing, deck seamanship, marlinespike seamanship, fire fighting, engineering casualty control, collar repair and boat checks.</p> <p><b>Class Size:</b>  Maximum: 20 students  Minimum: 10 students</p> <p><b>Materials :</b> The host nation will need to provide the following:</p> <ul style="list-style-type: none"> <li>• Fully operational vessels, required special tools, spare parts and manuals (in English and host country language) for their specific motors, in accordance with the manufacturer's technical manuals.</li> <li>• Computer with diagnostic software program and licensing agreements must be provided if applicable to that outboard</li> <li>• Classroom large enough for number of students (preferably climate controlled) with tables and chairs</li> <li>• Available to team prior to arrival, a copy of host country's maintenance program, if one is in place</li> <li>• Proper charts, chart cards and operational radar systems</li> <li>• Spare flares and portable fire extinguishers for student uses</li> <li>• Pier facility of sufficient size so all boats can practice navigation and conduct drills</li> <li>• Each operational vessel must have adequate supply of personal protective equipment for each person on board, sufficient portable fire extinguishers, installed, maintained fire suppressant system if applicable for vessel and ample fuel for each boat to utilize during entire course of operation.</li> </ul>
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*Continued on next page*



## Small Boat Operation and Maintenance

<p><b>SAFE™ BOAT TYPE</b> <b>MET / MTT</b> <i>(continued)</i> (CG-33)</p> <p>P319118 2-4 Weeks ECL: N/A</p>	<p><b>Prerequisites:</b> Students should be in a coxswain or boat crew qualified status. Engineers must have an engineering background or previously completed the Small Boat Operation, Basic (<a href="#">P319105</a>) or Small Boat Operation, Advanced (<a href="#">P319107</a>) MTT or SAFE™ Boat type specific training on engines.</p> <p><b>Note:</b> In order to properly prepare for this training, the host nation must provide the International Training Division (ITD) with vessel specifics, i.e., Manufacturer information on the size and type of vessel, outboard or engine motors to include make, model, serial numbers, year and manufacturer of the specific engines. It is extremely important to provide this information 2 months in advance of the training dates so that the ITD can prepare vessel-specific materials for the course of instruction.</p>
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## Small Boat Operation and Maintenance

### SMALL BOAT OPERATION, BASIC MET / MTT (CG-11)

P319105  
2-3 Weeks  
ECL: N/A

**Description:** The course familiarizes students with procedures to be followed for the safe and effective operation of small boats (less than 50 feet/15 meters in length). It is based on the USCG's boat crew training program and establishes job orientated skill requirements for boat crew personnel. Course topics include boat crew responsibilities, risk management, deck seamanship, preventative maintenance, coxswain skills, personnel recovery, casualty control, and navigation.

**Class Size:**

Maximum: 16 students and 4 boats

Minimum: 8 students and 2 boats

**Materials:** Host nation will need to provide the following:

- No less than one operational small boat (less than 50 feet/15 meters in length) for every four students,
- Classroom of sufficient size for the class,
- Pier facility of sufficient size so all boats can conduct drills at the same time.
- Training area of sufficient size to practice navigation.
- An operational small boat is a fully capable operational vessel, with a fully qualified crew, (i.e. the normally assigned boat crew), adequate life saving and fire fighting equipment, and fuel.

**Prerequisites:** Students should be in coxswain or coxswain instructor billets, or be a member of a boat crew.

**Note:** Depending upon the host nation requirements, this MTT may be combined with Small Boat Operation, Advanced MTT ([P319107](#)) for a total duration of four weeks.



## Small Boat Operation and Maintenance

### SMALL BOAT OPERATION, ADVANCED MET / MTT (CG-12)

P319107  
2-3 Weeks  
ECL: N/A

**Description:** This course assists in the development of a host nation's small boat training program utilizing the host nation's assets. It is based on the Coast Guard's boat crew training and establishes job orientated skill requirements for boat crew personnel. These requirements are based on practical applications of maritime skills necessary for safe and effective small boat operations. This course builds upon the Small Boat Operation, Basic MTT ([P319105](#)), allowing for more advanced instruction. Course topics include electronic navigation using a radar and/or chart plotter with Global Positioning System (GPS), executing searches utilizing search patterns and proper search techniques and towing.

**Class Size:**

Maximum: 12 students and 4 boats

Minimum: 6 students and 2 boats

**Materials:** Host nation will need to provide the following which is the same as Small Boat Operation, Basic ([P319105](#)):

- No less than one operational small boat (less than 50 feet/15 meters in length) for every four students,
- Classroom of sufficient size for the class,
- Pier facility of sufficient size so all boats can conduct drills at the same time.
- Training area of sufficient size to practice navigation.
- An operational small boat is a fully capable operational vessel, with a fully qualified crew, (i.e. the normally assigned boat crew), adequate life saving and fire fighting equipment, electronics package, outfitted for towing, and fuel.

**Prerequisites:** Students should be in coxswain or coxswain instructor billets, or members of a boat crew. All students should have previously completed the Small Boat Operation, Basic CG-11 MTT ([P319105](#)).

**Note:** Depending upon the host nation requirements, this MTT may be combined with Small Boat Operation, Basic CG-11 MTT ([P319105](#)) for a total duration of four weeks.



## **Small Boat Operation and Maintenance**

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## Legislative Infrastructure Development

The USCG Model Maritime Service Code (MMSC) series of multi-phase executive seminars is designed to assist nations in developing, revising, or implementing maritime laws. The MMSC is available on a limited basis.

**Note:** The Model Maritime Service Code is currently under review and revision to ensure relevance to current global maritime affairs.

<p><b>MODEL MARITIME SERVICE CODE (ASSESSMENT) PHASE 1 MET / MTT (MMSC1)</b></p> <p><i><b>E-IMET APPROVED</b></i></p> <p>P319132 1 Week ECL: N/A</p>	<p><b>Description:</b> The preliminary phase of the Model Maritime Service Code (MMSC) program consists of a visit to the participating country, for about five days, by a team typically composed of an experienced USCG attorney and one or two mission area specialists. The MMSC team will make an assessment of the issues and challenges facing the nation as it employs, or undertakes to employ, forces to manage its maritime affairs. The goal is for the MMSC team to learn about existing domestic laws, institutions, legislative and regulatory processes, and major maritime activities within the nation so that subsequent assistance provided under the MMSC program is tailored to the nation's needs. To perform the assessment, MMSC team members will meet with a variety of government officials and with representatives of relevant, non-governmental organizations. Team members will also brief interested persons on the availability and potential uses of the USCG's Model Maritime Service Code.</p>
<p><b>MODEL MARITIME SERVICE CODE (PLANNING) PHASE 2 MET / MTT (MMSC2)</b></p> <p><i><b>E-IMET APPROVED</b></i></p> <p>P319133 1 Week ECL: N/A</p>	<p><b>Description:</b> Phase 2 is conducted in the United States, and does not directly involve a mobile education team. A delegation of about five members from the participating country will instead travel to the United States to visit USCG activities and maritime organizations. During a five-day period the delegation will receive a variety of briefings on how maritime affairs are managed within the United States. The delegation will also review and help refine the plan for upcoming Phase 3 assistance that is being developed based on information gathered during Phase 1. The desired outcome of Phase 2 is that the delegation will leave the United States with a concrete plan for a maritime legislative/regulatory initiative. Phase 2 programs may be held in various locations throughout the United States. The specific location(s) is(are) determined primarily by the participating country's identified maritime needs.</p> <p><b>Prerequisite:</b> Completion of MMSC Phase I (<a href="#">P319132</a>).</p>



## Legislative Infrastructure Development

<p><b>MODEL MARITIME SERVICE CODE (DEVELOPMENT) PHASE 3 MET / MTT (MMSC3)</b></p> <p><b><i>E-IMET APPROVED</i></b></p> <p>P319140 1 Week ECL: N/A</p>	<p><b>Description:</b> Phase 3 is an executive seminar conducted in the host country by a military education team typically comprised of two or more experienced USCG attorneys and one or more mission area specialists. The seminar will focus on specific legislative, regulatory, and institutional proposals for addressing the country's maritime needs, as identified in the previous two phases. [The USCG expects that, during the interval between phases 2 and 3, the host nation will have prepared such proposals and introduced them into the country's legislative or rule-making processes.] The seminar is designed for senior government officials from the legislative and executive institutions (military and civilian) that are responsible for developing and implementing the policy proposals under consideration. The MMSC team will facilitate analysis of the proposals, and share the experience of the USCG in matters similar to those that the country's own proposals seek to address. The desired outcome of the seminar is a refinement of the county's maritime policy initiative so that it is ready, in substance, for decision by the country's law-making institution(s).</p> <p><b>Prerequisite:</b> Completion of MMSC Phases 1 and 2 (<a href="#">P319132</a> and <a href="#">P319133</a>).</p>
<p><b>MODEL MARITIME SERVICE CODE (IMPLEMENTATION) PHASE 4 MET / MTT (MMSC4)</b></p> <p><b><i>E-IMET APPROVED</i></b></p> <p>P319141 Duration varies ECL: N/A</p>	<p><b>Description:</b> After completion of Phase 3, a country may request further assistance from USCG military education teams in implementing or revising maritime legislation. Such assistance will be tailored to the country's needs as identified during the MMSC program, and as reflected in the country's new (or existing) maritime laws.</p> <p><b>Prerequisite:</b> Completion of MMSC Phases 1, 2 and 3 (<a href="#">P319132</a>, <a href="#">P319133</a> and <a href="#">P319140</a>).</p>



## Other Specialized Courses and Programs

<p><b>CONTINGENCY PLANNING CONCEPTS MET / MTT</b> (CG-35)</p> <p>P309108 1 Week ECL: N/A</p>	<p><b>Description:</b> This five-day course provides instruction on the coordination, development and review of Contingency Plans, operation orders, and Incident Action Plans in support of all contingency response operations. Classroom training includes crisis action planning, local and regional prioritization issues, risk assessment, introduction to exercise planning and policy, force elements, surge staffing, contingency personnel allowance lists, and contingency budgets. Students will create and/or review executable port-level contingency plans, operations orders, and incident action plans.</p> <p><b>Class Size:</b> Maximum: 24 students Minimum: 16 students</p> <p><b>Materials:</b> Host nation will need to provide the following:</p> <ul style="list-style-type: none"> <li>• A large, well lighted classroom</li> <li>• A white board or chalk board</li> <li>• Administrative support for typing roster and graduation certificates</li> <li>• Access to commercial port (for practical exercises)</li> <li>• Current port contingency plans (if available)</li> </ul> <p><b>Prerequisites:</b> Students for this course should be middle to upper-level managers directly responsible for the creation, modification, and management of port contingency plans.</p>
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## Other Specialized Courses and Programs

### INCIDENT COMMAND SYSTEM (ICS) 100/200 MET / MTT (CG-32)

P319119  
1 Week  
ECL: N/A

**Description:** This one week course is designed to instruct students on the fundamentals of the Incident Command System (ICS) and explains the methodology on how to effectively establish an incident response system to manage planned events or crises. Principles about its organizational structure and unified command will be explained as well as common terminology and methods to better manage resources. ICS position responsibilities, and practical methods to effectively manage an incident will be demonstrated through a table top exercise. A multi-agency audience will be able to effectively communicate in a simulated incident that supports role playing and identifies the most efficient employment of resources. The course serves as a foundation for higher level ICS training.

**Class Size:**

Maximum: 24 students

Minimum: 16 students

**Materials:** The host nation will need to provide the following:

- A large, well lighted classroom with large tables
- Audio/Visual equipment to include white board (dry erase)
- Administrative support (printing class rosters and student certificates)


**Prerequisites:** None.

**Note:** This course is ideal for personnel that perform a role in emergency response or incident management including personnel involved with recovery efforts or resource management during a crisis.





## Other Specialized Courses and Programs

<p><b>INCIDENT COMMAND SYSTEM (ICS) 300</b> MET / MTT</p> <p>MASL TBD ECL: N/A</p> 	<p><b>WEAPONS OF MASS DESTRUCTION (WMD), TERRORISM AND CHEMICAL BIOLOGICAL, RADIOLOGICAL/NUCLEAR AND EXPLOSIVE (CBRNE) EVENT MANAGEMENT</b></p> <p><b>Description:</b> This course is a follow-up to the Incident Command System (ICS) 100/200 (<a href="#">P319119</a>) MTT. This course trains emergency response managers in the skills necessary to effectively plan for and manage a significant incident – Weapons of Mass Destruction (WMD), Terrorism or Chemical, Biological, Radiological/Nuclear, and Explosive (CBRNE) incidents. This course is taught in a multi-discipline, jurisdictional, “team building” approach to accomplish learning objectives through lectures, small group discussions, and activities, multi-media scenarios, and a tabletop exercise. Course objectives include:</p> <p><b>Incident/Event Assessment and Agency Guidance in Establishing Incident Objectives</b></p> <ul style="list-style-type: none"> <li>• Describe methods and tools used to assess incident/event complexity.</li> <li>• Describe types of agency(s) policies and guidelines that influence management of incident or event activities.</li> <li>• Describe the five steps in transferring and assuming incident command.</li> <li>• Describe the process for developing incident objectives, strategies and tactics.</li> <li>• As part of an exercise, develop Incident Objectives for a simulated incident.</li> </ul> <p><b>Prerequisites:</b> Incident Command System 100/200 (<a href="#">P319119</a>).</p> <p><b>Note:</b> This course is ideal for personnel that perform a role in emergency response or incident management including personnel involved with recovery efforts or resource management during a crisis.</p>
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## Other Specialized Courses and Programs

<b>LEADERSHIP AND MANAGEMENT MET / MTT (CG-29)</b>  P305025 1 Week ECL: N/A	<p><b>Description:</b> This course develops greater leadership skills for officers and petty officers. It provides the students with management tools to more effectively achieve their unit's missions. Emphasis is placed on understanding one's own strengths and weaknesses before attempting to change the unit or others. The curriculum utilizes class discussion, group interaction, role plays, case studies, and experiential learning to cover topics including: self awareness, motivation, theories of leadership, teamwork, conflict management, process management, performance appraisal, ethics, communications, and performance problem solving and change leadership.</p> <p><b>Class Size:</b> Maximum: 28 students Minimum: 10 students</p> <p><b>Materials:</b> Host nation will need to provide the following:</p> <ul style="list-style-type: none"><li>• Classroom with desks and chairs of sufficient size for instructing</li><li>• Chalk board or Magna-Slick board</li><li>• Administrative support for typing roster and graduation certificates</li></ul> <p><b>Prerequisites:</b> None. This course can be adjusted to target all ranks and/or rated personnel.</p>
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## Other Specialized Courses and Programs

<p><b>MARITIME COMMAND CENTER OPERATIONS MET / MTT (CG-34)</b></p> <p>P309106 1 Week ECL: N/A</p>	<p><b>Description:</b> This five day course provides instruction on vital command center duties and responsibilities. Course modules include search and rescue (SAR) planning, mass casualty command and control, and waterways management fundamentals. Students will utilize course information to coordinate and manage simulated SAR missions, marine safety environmental events, and law enforcement operations during intensive table-top exercises.</p> <p><b>Class Size:</b> Maximum: 16 students Minimum: 12 students</p> <p><b>Materials :</b> Host nation will need to provide the following:</p> <ul style="list-style-type: none"> <li>• 2 classrooms with desks and chairs for instructing,</li> <li>• 2 Chalk boards or Magna-Slick boards,</li> <li>• 2 Navigational charts (coastal approach charts of local area),</li> <li>• Administrative support for typing roster and graduation certificates.</li> </ul> <p><b>Prerequisites:</b> Students for this course should be personnel responsible for command center operations and supervision duties.</p> <p><b>Note:</b> All agencies (military and civilian) with maritime jurisdiction should be involved for an integrated approach to interdiction.</p>
<p><b>MISCELLANEOUS MET / MTT (CG-OCONUS)</b></p> <p>P319109 1 Week ECL: N/A</p>	<p><b>Description:</b> Detailed requests for Mobile Education and Training Teams which do not have a specific MASL assigned should include all available data on the organization, equipment and areas of interest of the respective agency/service. Requests for MET/MTTs must be specific and include as much background information as possible to provide manageable expectations for host nation and instructors.</p> <p><b>Materials:</b> Will be determined based on training requested.</p> <p><b>Prerequisites:</b> Will be determined based on training requested.</p>



## Other Specialized Courses and Programs

<b>RISK MANAGEMENT WORKSHOP</b> (CG-TCT)  P319046 1 Week ECL: N/A	<p><b>Description:</b> This five-day workshop is intended for team leaders and team members at all levels of management. This workshop can be modified to focus on risk management from either an operational or managerial perspective. Operational participants will study the seven critical skills necessary for effective team coordination: leadership, mission analysis, adaptability and flexibility, situational awareness, decision-making, communication, and assertiveness. Managerial participants will study risk management from a command and control perspective, then apply those concepts to general law enforcement operations. Also, managerial personnel may be exposed to crisis management principles to become cognizant as to how risk reduction measures further prevent operating in a crisis/response environment. The workshop coordinators will tailor the training topics to fit the organization and suggest how the organization might best embed the concepts to ensure that the behavioral changes become permanent. This program markets effective risk decision-making under high stress operations and human error accident reduction.</p> <p><b>Prerequisite:</b> Workshop is designed for team leaders and team members at all levels of management. Students are required to have the basic technical knowledge and skill to execute their duties within a team. This course is NOT a substitute for technical proficiency.</p> <p><b>Note:</b> Workshop coordinator may arrive 2-3 days in advance of workshop convening to finalize class.</p>
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# IV

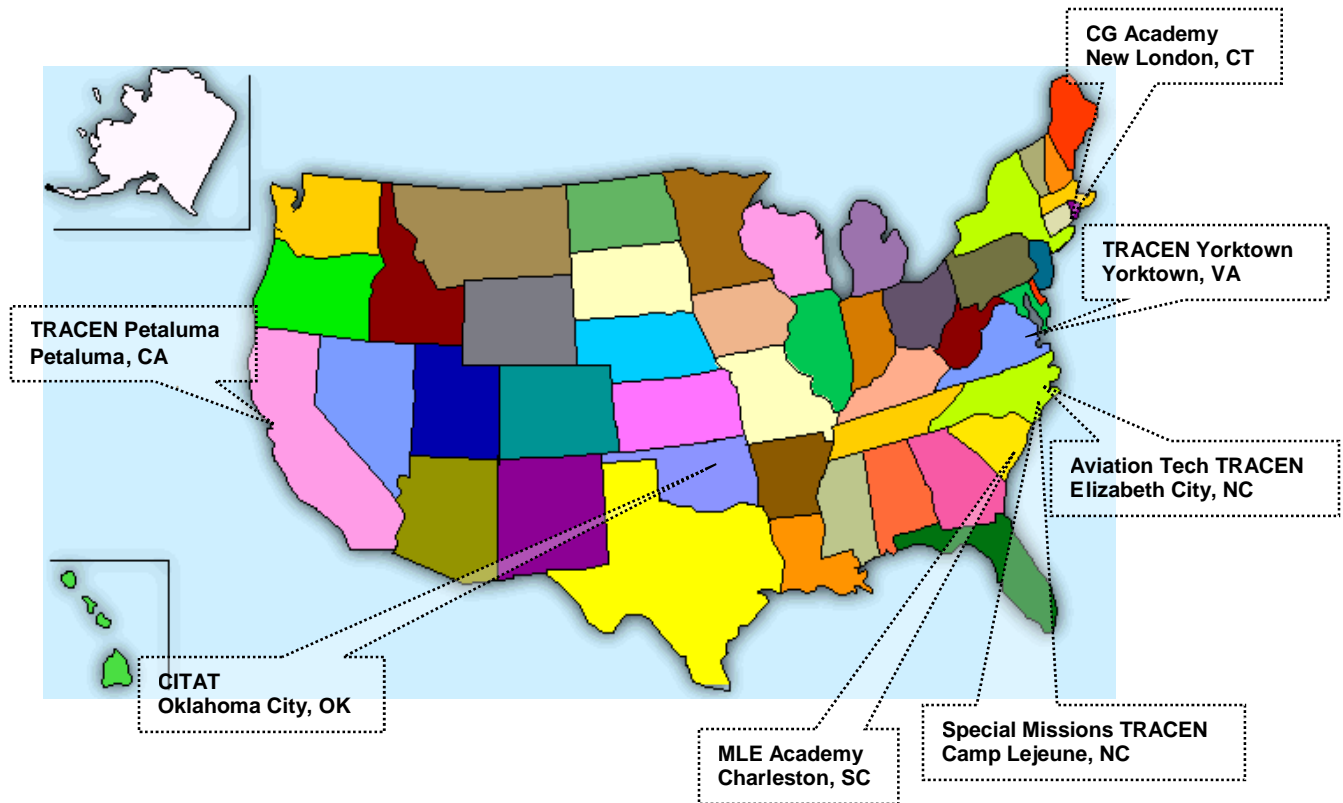
## Section

### TRAINING SITE INFORMATION

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## U.S. Coast Guard Training Sites



## Training Site Information



### U.S. COAST GUARD AVIATION TECHNICAL TRAINING CENTER (ATTC) Elizabeth City, North Carolina

#### General Information

The Aviation Technical Training Center (ATTC) is located at the USCG Support Center complex, 4 miles south of Elizabeth City, North Carolina. The mission of ATTC is to provide training and related services to meet the human-performance improvement needs of the USCG aviation community.

#### International Military Student Officer (IMSO)

Mailing Address: Commanding Officer U.S. Coast Guard Aviation Technical Training Center (TO) Elizabeth City, NC 27909	Message Address: COGARD AVTECHTRACEN ELIZABETH CITY NC  Internet: <a href="http://www.uscg.mil/hq/attc/">http://www.uscg.mil/hq/attc/</a>  Activity Address Code: CAC
E-mail:	<a href="mailto:Tim.P.Clements@uscg.mil">Tim.P.Clements@uscg.mil</a>
Telephone:	(757) 856-2458
Fax:	(757) 856-2316

#### Student Arrival/Departure Information

Airport: Norfolk International Airport (ORF)

Transportation: To arrange for a ride from the Norfolk International Airport (ORF), call the OOD no later than Friday prior to arrival. Duty personnel make airport runs on Sunday at 1900 *only* if the student calls and arranges for a ride. The OOD phone numbers are (252) 335-6484 duty room and (252) 339-4729. Upon arrival at the airport, report to the USO office on the second deck. The duty driver will meet you there. An alternate, much less preferred method is to take a cab to ATTC at an approximate cost of USD 100.

#### Billeting

All students reside in the BEQ. AMT 'A' and AET'A' students reside in two-person rooms. Each room has a small refrigerator and microwave. AST'A' students reside in comparably equipped eight-person squad bays.

*Billeting is not available for dependents.*

#### Uniforms

Students are required to wear an inspection-ready, short-sleeved working blue uniform to class each day with highly polished dress shoes during class lectures. During shop and lab training, standard safety shoes and work uniforms are required. Cold weather clothing is recommended during November – March.





# U.S. COAST GUARD MARITIME LAW ENFORCEMENT ACADEMY (MLEA)

Charleston, South Carolina

## General Information

The Maritime Law Enforcement (MLE) Academy was established in 2004 at the Federal Law Enforcement Training Center in Charleston, South Carolina. Charleston is located near the middle of South Carolina's coast at the point "where the Ashley and Cooper Rivers meet to form the Atlantic Ocean", and is South Carolina's second largest city.

## International Military Student Officer (IMSO)

Mailing Address: Commanding Officer (ti) U.S. Coast Guard MLE Academy Federal Law Enforcement Training Center, Building 654 Charleston, SC 29405	Message Address: COMCOGARD MLE ACADEMY CHARLESTON SC  Internet: <a href="http://www.uscg.mil/hq/g-o/mlea/index.shtm">http://www.uscg.mil/hq/g-o/mlea/index.shtm</a>  Activity Address Code: CGK
E-mail:	<a href="mailto:Joseph.S.Augeri@uscg.mil">Joseph.S.Augeri@uscg.mil</a>
Telephone:	(843) 566-8545
Fax:	

## Student Arrival/Departure Information

Airport: Charleston International Airport (CHS); alternate is Savannah International Airport (SAV)

Transportation: If an arrival message is received, every effort is made to meet students at the airport. Flight arrival should be scheduled during normal duty hours (0800-1630, Monday through Friday). If flight is delayed, contact the IMSO to advise of the situation. If IMSO is unable to meet the student, shuttle bus service is available between the MLEA and the airports at no cost. Other emergency numbers are Training Officer (843) 746-7995 or Base Security Police (843) 743-2010 EXT 111

Check-In: Report to the duty dorm clerk at the front desk in the main lobby of Bldg 28 which is open 24 hours a day. If students arrive during the work week, they will report to the IMSO at 0800 the next day in Bldg 654, Room 205. If students arrive on the weekend or a scheduled holiday, they will report to the IMSO in Bldg 654, Room 205 at 0800 on the next scheduled work day. Students will be briefed on the training center policies and procedures during their initial briefing with the IMSO.

## Billeting

Berthing for students in Bldg 28 is provided at no cost. Personnel E-7 and above will be billeted two to a room. Personnel E-2 through E-6 will be billeted two to a room. There are no phones in the rooms; calling cards for the pay phones are highly recommended. Cooking is not allowed in the rooms. Each room has an alarm clock/radio, iron/ironing board, refrigerator, and locks to secure valuables. Weekday housekeeping service is provided. Dormitory lounges have televisions, laundry rooms with washers and dryers, and an ATM. The student Center has a computer lab with INTERNET access, study rooms, barber shop and convenience store. Base facilities include an indoor pool, fitness center, and gym.

*Billeting is not available for dependents.*



## Training Site Information

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### Messing

A dining facility serves three meals per day, and is open to all personnel. There is a sandwich/pizza snack bar open for lunch. Dormitory lounge areas have vending machines and microwave ovens.

### Uniforms

Students must bring appropriate seasonal uniforms, including a dress uniform, as well as authorized work uniforms and outerwear. Black steel-toe work boots are recommended. Students will be provided gym PT gear. Students must bring their own athletic shoes/sneakers. Cold weather clothing is recommended November – March.

Note: All Boarding Officer Course students will participate in an organized physical Training (PT) program facilitated by the physical fitness staff. PT is conducted three times per week from 0530 to 0615.

### Climate

Summer temperatures range from an average low of 70°F (22°C) to an average high of 88°F (31°C). In winter (November–March), the average low and high temperatures are 48°F (10°C) to an average high of 69°F (21°C), respectively. The average annual rainfall is 54 inches.

## Training Site Information



### U.S. COAST GUARD SPECIAL MISSIONS TRAINING CENTER (SMTC) Marine Corps Base Camp Lejeune, North Carolina

#### General Information

The Special Missions Training Center (SMTC) began as the USCG Port Security Unit Training Detachment (PSU TRADET), relocated to Marine Corps Base (MCB) Camp Lejeune, NC in November 1998, and was commissioned as the SMTC on 29 July 2003. The unit has grown exponentially and evolved in order to accommodate the USCG's broadened responsibilities and growing inter-agency and international training requests. The SMTC consists of over 135 personnel from the U.S. Coast Guard (Active and Reserve) U.S. Navy, U.S. Marine Corps, and civilian ranks.

#### International Military Student Officer (IMSO)

Mailing Address: Commanding Officer U.S. Coast Guard Special Missions Training Center PSC Box 20068 Camp Lejeune, NC 28542	Message Address: COMCOGARD SMTC CAMPT LEJEUNE NC  Internet: <a href="http://www.uscg.mil/smtc/">http://www.uscg.mil/smtc/</a> Activity Address Code: n/a
E-mail:	<a href="mailto:Tim.P.Clements@uscg.mil">Tim.P.Clements@uscg.mil</a>
Telephone:	(757) 856-2458
Fax:	(757)856-2316
SMTC OOD:	(910) 376-0824

#### Student Arrival/Departure Information

Airport: Jacksonville, NC Airport (OAJ) (travel time 45-60 min.); alternate is Wilmington International Airport (ILM) (travel time 60-75 min.)

Transportation: Because attendance in courses is extremely limited, student arrival information must be coordinated through USCG International Affairs (CG-ACO-I). Taxi fare from the Jacksonville Airport is approximately USD 40; fare from the Wilmington Airport is approximately USD 50.

Driving directions to SMTC:

**From Jacksonville:** Turn RIGHT onto SR-111[SR-1001] East. Turn RIGHT onto SR-258[SR-24] East. US-258[SR-24] East merges into US-17[SR24] East. Turn RIGHT onto US-17 South. Turn LEFT on SR-210 East. Turn LEFT on SR-172 East. SR-172 East leads to the Sneads Ferry Gate (Back Gate) of Camp Lejeune. Continue on SR-172 East. At second stoplight, turn RIGHT onto Marines Road. Marines Road leads into Courthouse Bay. Stay on Marines Road until it curves to the right. You will see the SMTC sign and you will be facing Building BB-11.

**From Wilmington:** Follow US 17 north through Hampstead and Holly Ridge. About 8 miles north of Holly Ridge turn right on NC 172, follow NC 172 through Sneads Ferry, over the high rise bridge to the Camp Lejeune Back Gate. Proceed to the second traffic signal (entrance to Courthouse Bay), and turn right. Proceed straight, past gas station. BB-11 will be at the bend in the road across from the AAV Battalion HQ.



## Training Site Information

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### **Billeting**

Billeting is available for students on a space available basis at USD 25 per day at the Courthouse Bay BOQ (Building BB-45) for students E-6 and above. Reservations may be made by calling (910) 450-7493 Ext 0. If on-base billeting is not available, commercial lodging is available in nearby Sneads Ferry and Topsail Beach at U.S. Government rates.

*Billeting is not available for dependents.*

### **Messing**

The dining facility serves three meals per day, and is open to all military and government sponsored personnel.

### **Uniforms**

Students must bring appropriate seasonal uniforms, including a dress uniform, as well as authorized work uniforms and outerwear. Black steel-toe work boots are recommended. Cold weather clothing is recommended November – March.

### **Climate**

Summer temperatures range from an average low of 71°F (21°C) to an average high of 90°F (32°C). In winter (November–March), the average low and high temperatures are 36°F (2°C) to an average high of 55°F (13°C), respectively. The average annual rainfall is 54 inches.



## Training Site Information



### U.S. COAST GUARD TRAINING CENTER Petaluma, California

#### General Information

This U.S. Coast Guard Training Center (TRACEN) is located 12 miles west of Petaluma, California, which is 50 miles north of San Francisco, California.

#### International Military Student Officer (IMSO)

Mailing Address: Commanding Officer U.S. Coast Guard Training Center Juliet Nichols Building, Room 350 599 Tomales Road Petaluma, CA 94952-5000		Message Address: COGARD TRACEN PETALUMA CA//TPO//  Internet: <a href="http://www.uscg.mil/hq/tcpet/ims/index.shtm">http://www.uscg.mil/hq/tcpet/ims/index.shtm</a>
		Activity Address Code: CGP
E-mail:	<a href="mailto:Benny.H.Minton@uscg.mil">Benny.H.Minton@uscg.mil</a>	
Telephone:	(707) 765-7875 or (707) 765-7065	
Fax:	(707) 765-7650	
Emergency:	(707) 364-3704	

#### Student Arrival/Departure Information

Airport: San Francisco International Airport (SFO)

Transportation: If advance arrival information is received, every effort is made to meet students at the airport. If not met, contact the IMSO immediately. If commercial transport must be used, student should proceed from the baggage claim area to the median marked by the blue flag poles. On the poles, there are signs for bus services. Proceed to the bus placard marked Sonoma Airport Express. The bus departs the San Francisco airport every 1.5 hours starting at 1100 with the last bus departing at 0030. The fare is approximately USD 26.00 to the Bus Depot in Petaluma. Have the bus driver contact a taxi to pick up student at the Bus Depot to go to the Coast Guard Training Center at 599 TOMALES RD. The taxi ride will be approximately USD 25.00.

Check-In: All students must check in with the Officer on Duty (OOD) or call the IMSO. Students should report no earlier than the report date as indicated on the Invitational Travel Orders or quota confirmation correspondence provided.

Briefing: In-processing begins at 0900 in the Juliet Nichols Building, Room 350 on the day after arrival.

#### Billeting

Adequate berthing is available for all students in the student barracks. Officers and Chief Petty Officers are billeted in two-person rooms similar to an average motel/hotel at a cost of USD 13.50 per night.. Junior enlisted members are billeted in three- or four-person rooms at no cost.

*Billeting is not available for dependents.*

## Training Site Information

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### Messing

A USCG dining facility serves three meals per day, and is open to all students.

### Uniforms

Students must bring appropriate seasonal uniforms. The summer uniform is optional year round. All students are expected to be in the appropriate uniform during class and when conducting business. Students attending the Chief Petty Officer Academy must wear a dress uniform (suit and tie for civilians) for the graduation dinner. Cold weather clothing is recommended during November – March.

### Climate

Temperatures are normally moderate to warm from May to October, 75°F (24°C) to 95°F (35°C). During winter, this area experiences frequent rain with temperatures from 50°F (10°C) to 65°F (18°C). The area is windy year round.



## Training Site Information



### U.S. COAST GUARD TRAINING CENTER Yorktown, Virginia

#### General Information

The U.S. Coast Guard Training Center (TRACEN) in Yorktown, Virginia is located at the eastern tip of Virginia's historic triangle of the colonial communities of Jamestown, Yorktown, and Williamsburg. Yorktown is about 180 miles south of Washington, D.C., and 37 miles north of Norfolk, Virginia.

#### International Military Student Officer (IMSO)

Mailing Address: Commanding Officer (ti) U.S. Coast Guard Training Center State Road 238 Yorktown, VA 23690-5000		Message Address: COGARD TRACEN YORKTOWN VA/TI//  Internet: <a href="http://www.uscg.mil/tcyorktown/">www.uscg.mil/tcyorktown/</a>  Activity Address Code: CGR	
E-mail:		<a href="mailto:Tim.P.Clements.uscg.mil">Tim.P.Clements.uscg.mil</a> or <a href="mailto:Shelby.E.Stribling@uscg.mil">Shelby.E.Stribling@uscg.mil</a>	
Telephone:		(757) 856-2458 / 2696 or (757) 856-2696, or cell 757 342 6485	
Fax:		(757) 856-2316	
Officer on Duty (OOD)		(757) 856-2354	
Telephone:			

#### Student Arrival/Departure Information

Airport: Newport News/Williamsburg International Airport (PHF)

Transportation: If an advance arrival message is received, every effort is made to meet students at the Newport News/Williamsburg International Airport (PHF). If not met, students may take a taxi or airport express for approximately USD 24.00. An alternate, less preferred, airport is the Norfolk International Airport (ORF) in Norfolk, Virginia. Students arriving at the Norfolk International Airport (ORF) should take the Norfolk Airport Express (757-857-3991) to TRACEN Yorktown. The shuttle is approximately USD 55.00, and taxi costs up to USD 75.00.

Check-In: Check-in for personnel who are pay grades E-6 and below is with the master-at-arms (MAA) at Lafayette Hall. Personnel who are pay grades E-7 and above should report to Cain Hall. Personnel should report no earlier than the report date as indicated on the International Travel Order or quota confirmation correspondence.

Briefing: In-processing begins at 0930 on the day after arrival in Hamilton Hall, Room 203.

#### Billeting

Berthing for students is provided at no cost. There are no phones in the rooms; calling cards for the pay phones are highly recommended. Officer barracks are two persons per room; enlisted barracks are four persons per room. Students will be billeted at:

Cain Hall: Personnel E-7 and above, officers and civilians

Lafayette Hall: All other international students

*Billeting is not available for dependents.*



## Training Site Information

### Messing

Messing is available at the USCG dining facility for enlisted, officer, and civilian personnel. The Port of York is available for officers, enlisted E-7 to E-9, civilians, and enlisted personnel below E-7 with a sponsor. Additionally, there is an enlisted club (Liberty Lounge) and a sandwich shop on the TRACEN.

### Uniforms

Students must bring appropriate seasonal uniforms, including a dress uniform, as well as authorized work uniforms and outerwear. Students lacking adequate uniforms will be required to purchase necessary items upon arrival. IMSO students must wear a dress uniform (suit and tie for civilians) for the graduation ceremony. Cold weather clothing is recommended during November – March.

### Climate

Summer temperatures range from an average low of 69°F (21°C) to an average high of 90°F (32°C). In winter (November–March), the average low is 36°F (2°C), and the average high is 54°F (12°C). The average annual rainfall is 45 inches.





## Training Site Information



### U.S. COAST GUARD ACADEMY New London, Connecticut

#### General Information

In addition to a 4-year college curriculum at the USCG Academy, several courses are hosted on the campus. It is located on the western shore of the Thames River in New London, Connecticut. The campus has 26 buildings on 120 acres of land and is halfway between New York, NY and Boston, MA.

#### International Military Student Officer (IMSO)

##### ***Leadership and Development Center***

###### Courses:

Officer Candidate School  
Officer Indoctrination School  
Chief Warrant Officer Indoctrination School

###### Mailing Address:

Superintendent (loc)  
U.S. Coast Guard Academy  
ATTN: (Course of Instruction)  
41 Mohegan Avenue  
New London, CT 06320

###### Message Address:

COGARD ACADEMY NEW LONDON  
CT//LOC//

Internet: <http://www.cga.edu/ldc/ldc.htm>

Activity Address Code: CGA

E-mail: [Pat.F.Peschka@uscg.mil](mailto:Pat.F.Peschka@uscg.mil) or [Caryn.A.Margita@uscg.mil](mailto:Caryn.A.Margita@uscg.mil)

Telephone: (860) 701-6885 / 6402

Fax: (860) 701-6888

Emergency: (860) 625-0914 or (860) 701-6880

##### ***Command and Operations School***

###### Courses:

Prospective Commanding Officer / Executive Officer  
International Maritime Officer Course (portion of course resident at TRACEN Yorktown)

###### Mailing Address:

Superintendent (lco)  
U.S. Coast Guard Academy  
ATTN: Command and Operations School  
41 Mohegan Avenue  
New London, CT 06320

###### Message Address:

COGARD ACADEMY NEW LONDON  
CT//LCO//

Internet: <http://www.cga.edu/ldc/ldc.htm>

Activity Address Code: COS

E-mail: [Tim.P.Clements@uscg.mil](mailto:Tim.P.Clements@uscg.mil)

Telephone: (757) 856-2458

Fax: (757) 856-2316



## Training Site Information

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### Student Arrival/Departure Information

Airport: T.F. Green Airport in Providence, RI (PVD)

Arrival and Transportation: If advance arrival information is received, every effort is made to meet students at the airport. Flight arrival should be scheduled during normal duty hours (0800-1630, Monday through Friday) if possible. If flight is delayed, contact one of the emergency numbers (860-625-0914 or 860-701-6880) to advise of the situation. Taxis are available at an approximate cost of USD 98 from TF Green Airport to the USCG Academy campus.

Check-In: All students must check in with the IMSO, Officer of the Day, or Master at Arms in Munro Hall. Students should report no earlier than the report date as indicated on the Invitational Travel Orders or quota confirmation correspondence provided. All OCS students must check in with the OCS Duty Officer no earlier than 0900 on the prescribed reporting day. Students will form up outside the OCS barracks, and follow signage.

Briefing: In-processing will take place according to individual school schedule. Coordinate with the appropriate school chief or the IMSO.

### Billeting

Officers and OIS students are billeted in Munro Hall student quarters at a cost of approximately USD 28 per day; if double occupancy, cost is USD 14 per day, per occupant. Each room has an attached bathing facility for the two occupants. OCS students will reside two or three to a room in the OCS Barracks at no charge.

*Billeting is not available for dependents.*

### Messing

A USCG all-hands dining facility serves three meals per day, and is open to all students. The cost is approximately USD 2 for breakfast and noon meal, USD 3 for evening meal. OCS students will mess in the OCS Wardroom.

### Uniforms

A complete military uniform must be worn while engaged in any school activity. Equivalent Coast Guard Tropical Blue Long or service dress uniform is prescribed for most school activities. Date of change to winter uniforms is 1 November and to summer uniforms is 1 April. Cold weather clothing is recommended during November – March.

Note: See specific uniform requirements for students attending Officer Candidate School (P164007) and Officer Indoctrination School (P164008). Country's formal dress uniform (suit and tie for civilians) is required for graduation.

### Climate

Northeast winters (October through May) are cold, with temperatures ranging from 10°F (–12°C) to 45°F (7°C). Summers are warm to hot, with highs ranging from 80°F (27°C) to 95°F (35°C), with high humidity.

### Medical

Moderate medical services are available on base. Medical records are to be sent to the IMSO or should arrive with student.







# V

## Section

**APPENDIX**

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## Course Listing - Alphabetical

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Aids to Navigation (ATON) Officer Basic	'C' School	P122205	<a href="#">III-16</a>
Automated Lighthouse Technician	'C' School	P122202	<a href="#">III-16</a>
Aviation Maintenance Technician 'A'	'A' School	P141041	<a href="#">III-3</a>
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Aviation Survival Technician 'A'	'A' School	P116036	<a href="#">III-3</a>
Avionics Electrical Technician 'A'	'A' School	P141099	<a href="#">III-4</a>
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Boarding Officer, Basic	'C' School	P173101	<a href="#">III-29</a>
Boarding Officer, Fisheries Basic	'C' School	P124407	<a href="#">III-30</a>
Boarding Officer, Maritime Law Enforcement	MET/MTT	P319100	<a href="#">III-74</a>
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Caterpillar 3400 Series Diesel Engine	'C' School	P143001	<a href="#">III-21</a>
Caterpillar 6.25" Bore Diesel Engine	'C' School	P145171	<a href="#">III-21</a>
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Chief Warrant Officer Indoctrination	'C' School	P171034	<a href="#">III-51</a>
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Contingency Preparedness Planner, Senior Course	'C' School	P171576	<a href="#">III-40</a>
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Coxswain, Reserve Contingency	'C' School	P124402	<a href="#">III-35</a>
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Coxswain, Tactical	'C' School	P179188	<a href="#">III-36</a>
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Engineering Administration Ashore	'C' School	P164201	<a href="#">III-23</a>
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General Motors Diesel Engines	'C' School	P145435	<a href="#">III-24</a>
Gunner's Mate 'A'	'A' School	P122210	<a href="#">III-8</a>
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Gyrocompass System, MK29	'C' School	P145449	<a href="#">III-24</a>
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Health Services Apprenticeship	OJT	P179299	<a href="#">III-66</a>
Health Services Technician 'A'	'A' School	P175005	<a href="#">III-8</a>
Helicopter Rescue Training, Advanced	'C' School	P122032	<a href="#">III-17</a>
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LORAN-C Timing and Control	'C' School	P131116	<a href="#">III-19</a>
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Machinery Technician 'A'	'A' School	P122219	<a href="#">III-9</a>
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P122205	Aids to Navigation (ATON) Officer Basic	'C' School	<a href="#">III-16</a>
P122206	Minor Aids Maintenance Servicing Technician	'C' School	<a href="#">III-16</a>
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P179289	Seaport Security Anti-Terrorism	'C' School	<a href="#">III-47</a>
P179299	Health Services Apprenticeship	OJT	<a href="#">III-66</a>
P179AVE	Aviation OJT (enlisted)	OJT	<a href="#">III-65</a>
P179AVO	Aviation OJT (officer)	OJT	<a href="#">III-65</a>
P179FMO	Familiarization OJT (officer)	OJT	<a href="#">III-66</a>
P179HFO	HITRON Familiarization	OJT	<a href="#">III-66</a>
P179LEE	Maritime Law Enforcement OJT (enlisted)	OJT	<a href="#">III-67</a>
P179LEO	Maritime Law Enforcement OJT (officer)	OJT	<a href="#">III-67</a>





## Course Listing - MASL

MASL	COURSE TITLE	CATEGORY	PAGE
P179MSE	Marine Safety OJT (enlisted)	OJT	<a href="#">III-67</a>
P179MSO	Marine Safety OJT (officer)	OJT	<a href="#">III-67</a>
P179SRE	Search and Rescue OJT (enlisted)	OJT	<a href="#">III-67</a>
P179SRO	Search and Rescue OJT (officer)	OJT	<a href="#">III-67</a>
P179TEE	Technical OJT (enlisted)	OJT	<a href="#">III-68</a>
P179UOL	Underway OJT	OJT	<a href="#">III-68</a>
P179UOP	Underway OJT	OJT	<a href="#">III-68</a>
P305025	Leadership and Management	MET/MTT	<a href="#">III-108</a>
P309042	Port State Control	MET/MTT	<a href="#">III-87</a>
P309106	Maritime Command Center Operations	MET/MTT	<a href="#">III-109</a>
P309108	Contingency Planning Concepts	MET/MTT	<a href="#">III-105</a>
P309109	Hazardous Material Operations / Management	MET/MTT	<a href="#">III-82</a>
P309163	Coastal Search & Rescue Operations	MET/MTT	<a href="#">III-91</a>
P309165	Container Inspection Training and Assistance	MET/MTT	<a href="#">III-81</a>
P314100	Engineering Logistics and Administration	MET/MTT	<a href="#">III-93</a>
P314101	Outboard Motor Maintenance, Basic	MET/MTT	<a href="#">III-95</a>
P314102	Hull Maintenance and Damage Control	MET/MTT	<a href="#">III-94</a>
P314103	Outboard Motor Maintenance, Advanced	MET/MTT	<a href="#">III-96</a>
P319043	Marine Safety and Environmental Security Seminar	MET/MTT	<a href="#">III-83</a>
P319046	Risk Management Workshop	MET/MTT	<a href="#">III-110</a>
P319100	Boarding Officer, Maritime Law Enforcement	MET/MTT	<a href="#">III-74</a>
P319101	Maritime Operations Planning & Management, Maritime Law Enforcement	MET/MTT	<a href="#">III-79</a>
P319102	Instructor, Maritime Law Enforcement	MET/MTT	<a href="#">III-77</a>
P319105	Small Boat Operation, Basic	MET/MTT	<a href="#">III-100</a>
P319106	Port Physical Security / Port Vulnerability	MET/MTT	<a href="#">III-85</a>
P319107	Small Boat Operation, Advanced	MET/MTT	<a href="#">III-101</a>
P319108	Development / Needs Assessment	MET/MTT	<a href="#">III-71</a>
P319109	Miscellaneous	MET/MTT	<a href="#">III-109</a>
P319118	SAFE™ Boat Type	MET/MTT	<a href="#">III-98</a>
P319119	Incident Command System 100/200	MET/MTT	<a href="#">III-106</a>
P319130	Joint Maritime Law Enforcement Boarding Officer	MET/MTT	<a href="#">III-78</a>
P319131	Port Physical Security / Port Vulnerability, Advanced	MET/MTT	<a href="#">III-86</a>
P319132	Model Maritime Service Code (MMSC) Assessment Phase 1	MET/MTT	<a href="#">III-103</a>
P319133	Model Maritime Service Code (MMSC) Planning Phase 2	MET/MTT	<a href="#">III-103</a>
P319135	Curriculum Infusion Program, Maritime Law Enforcement	MET/MTT	<a href="#">III-76</a>
P319140	Model Maritime Service Code (MMSC) Development Phase 3	MET/MTT	<a href="#">III-104</a>
P319141	Model Maritime Service Code (MMSC) Implementation Phase 4	MET/MTT	<a href="#">III-104</a>
P319143	Boarding Officer, Advanced, Maritime Law Enforcement	MET/MTT	<a href="#">III-75</a>
P319148	Patrol Boat Engineering Damage Control and Maintenance	MET/MTT	<a href="#">III-97</a>
P319149	Maritime Crisis Management Seminar	MET/MTT	<a href="#">III-84</a>
P319150	Waterside Port Security	MET/MTT	<a href="#">III-90</a>
P319151	Seaport Security Anti-Terrorism	MET/MTT	<a href="#">III-88</a>
TBD	Coxswain, Defender Class	'C' School	<a href="#">III-35</a>
TBD	Incident Command System 300	MET/MTT	<a href="#">III-107</a>
TBD	Search and Rescue Optimal Planning System (SAROPS)	MET/MTT	<a href="#">III-92</a>
TBD	Technical Skills Preparatory Training	'A' School	<a href="#">III-2</a>
TBD	Technical Skills Preparatory Training	'C' School	<a href="#">III-14</a>



## Course Listing - MASL

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## Classified Materials for OJT

### CLASSIFIED MATERIALS AND INFORMATION FOREIGN STUDENT ON-THE-JOB TRAINING (OJT)

Unit: \_\_\_\_\_ Point of Contact \_\_\_\_\_

OPFAC: \_\_\_\_\_ Phone: \_\_\_\_\_

MASL: \_\_\_\_\_ Title: \_\_\_\_\_ Overall Classification \_\_\_\_\_ of OJT: \_\_\_\_\_

#### PUBLICATIONS

Short Title	Long Title	Access required by students	Classification

#### TRAINING AIDS

Short Title	Long Title	Access required by students	Classification

#### EQUIPMENT

Short Title	Long Title	Access required by students	Classification

#### OTHER CLASSIFIED MATERIALS



## Foreign Disclosure

### FOREIGN DISCLOSURE REQUEST CHECKLIST

45 days prior to On-the-Job Training (OJT)

	Receive OJT request (or foreign disclosure request for an operational mission)
	Schedule OJT site. Discuss with IMSO and determine if foreign disclosure authority is required (e.g., student will require radio/operations center access, CIC access on ship, etc.). <b>NOTE:</b> Technical OJTs will seldom require disclosure authorization; however, long-term and/or shipboard OJTs will.
	Obtain the following candidate information from country representative:
	▪ Name
	▪ Rank
	▪ SSN (or equivalent)
	▪ Date of birth
	▪ Place of birth
	▪ Citizenship
	▪ Branch of service
	▪ Present address
	▪ Service number
	▪ Level of clearance held at last unit
	E-mail OJT disclosure worksheet to unit IMSO to determine what (if any) sensitive or classified information student may be exposed to.
	Prepare Foreign Delegation of Disclosure Request memo (to CG-222). <b>NOTE:</b> If JCTP/TCA event, put event number in subject line.

No later than 30 days prior to OJT

	Submit Delegation of Disclosure Request memo to CG-222 with OJT disclosure worksheet from unit attached.
	Receive memo back from CG-222. (CG-222 will submit letter to the unit, via CG-ACO-I)
	Obtain signature endorsement and forward. (If request approved late, FAX memo to unit, mail original.) <b>NOTE:</b> Ensure a copy is sent to appropriate District Security Manager. CG-222 usually does this; however, need to confirm that it is done.



## Sample Inter / Intra Agency Agreement

DEPARTMENT OF HOMELAND SECURITY INTER/INTRA-AGENCY AGREEMENT			
		PAGE 1 OF 2	
1. AGREEMENT NUMBER: (Document ID - 2406236H-----)		2. AMENDMENT/MODIFICATION NUMBER: Basic	
		3. TASK ORDER NUMBER: N/A	
4. AUTHORITY: <input checked="" type="checkbox"/> Economy Act (31 USC 1535) <input type="checkbox"/> Other (Specify)		TYPE (Check appropriate block) <input type="checkbox"/> INTER-AGENCY <input type="checkbox"/> INTRA-AGENCY	
5. REQUESTING AGENCY (Include Name, Complete Address, DUNS, Tax ID Number)		6. SERVICING AGENCY (Include Name, Complete Address, & DUNS Number)	
United States Coast Guard 2100 2nd Street, SW G-CI, International Affairs, Room 4420 Washington, DC 20593  Phone: 202-267-2280 Fax: 202-267-4588		Embassy Information	
7. REQUESTING AGENCY TECHNICAL REPRESENTATIVE (Include Name, Complete Address, Phone & Fax Numbers & E-mail address)		8. SERVICING AGENCY (Include Name, Complete, Address, Phone & Fax Numbers & E-mail address)	
Program Manager Information		POC at the Embassy - To be provided by Program Manager	
9. ESTIMATED COST: Self Explanatory		10. OBLIGATED AMOUNT: Same as estimated cost.	
11. REQUESTING AGENCY PAYING OFFICE: (Include POC and address & Phone Address)		12. SERVICING AGENCY BILLING OFFICE (Include POC and address & Phone Number)	
United States Coast Guard 2100 2nd Street, SW G-CI, International Affairs, Room 4420 Washington, DC 20593		To be provided by Program Manager	
13. ACCOUNTING AND APPROPRIATION DATA Coast Guard Accounting String to include Project			
a. Funds Availability/Budget Approval: _____ (Signature, date and phone number of person authorized to commit funds (or attach signed funding document))			
14. ACCEPTANCE BY BOTH PARTIES TO THE AGREEMENT (Signature, date and phone number of authorized officials)			
14A. SIGNATURE OF SERVICING ORGANIZATION CONTRACTING OFFICER		14B. SIGNATURE OF REQUESTING ORGANIZATION CONTRACTING OFFICER	
DATE		DATE	

DHS Form 710-1A (11/04)



## Sample Inter / Intra Agency Agreement

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PAGE	2	OF	2
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**Other Terms and Conditions:**

*(Include the following as appropriate:*  
*description of supplies/services to include such items as quantity ordered, unit cost,*  
*delivery requirements or attach a statement of work or other description as appropriate;*  
*reporting requirements;*  
*Patents and technical data restrictions;*  
*Disputes resolution procedures;*  
*Organizational Conflict of Interest considerations/requirements;*  
*Payment terms;*  
*Any other terms and conditions.)*



## USCG MET/MTT Checklist

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### **Guidelines, Procedures, and Responsibilities to Assist in Scheduling and Execution of U.S. Coast Guard Mobile Education and Training Teams (MET/MTT)**

#### **I. -- Background**

The U.S. Coast Guard (USCG) conducts a wide variety of on-site exportable training in countries outside the United States funded through International Military Education and Training (IMET), Foreign Military Sales (FMS), International Narcotics and Law Enforcement Affairs (INL) and various other reimbursable programs.

#### **II. -- Programming**

USCG MTTs are programmed by one of the following methods:

A. During the annual SCETWG, a Regional Manager from the Assistant Commandant for Operations, U.S. Coast Guard (CG-ACO-I) [International Affairs] will be available to provide information with regard to the objectives, course requirements and content of all USCG MTTs. The Security Assistance Officer (SAO), in coordination with the Combatant Commander (COCOM) Theater Security Cooperation Plan (TSCP) and funding program managers, requests that CG-ACO-I add this training to the host country's training program. The SAO and Regional Manager develop a working estimate which is used as a baseline to allocate funds. Estimate should be as accurate and comprehensive as possible to earmark an appropriate level of funding. CG-ACO-I then programs the MTT in the Defense Security Assistance Management System (DSAMS).

B. The SAO submits an official request directly to CG-ACO-I, info COCOM and funding program managers. Once it is determined by all concerned that the MTT is feasible and funding is approved, CG-ACO-I will program it in DSAMS.

**Special Note:** MTTs cancelled by SAO within 60 days of scheduled date may be subject to a penalty to recover costs already incurred. Reference should be made to annual cancellation message.

#### **III. -- Implementation**

Upon completion of the last Security Cooperation Education and Training Working Group (SCETWG), CG-ACO-I, in coordination with either the International Training Division (ITD) in Yorktown, VA or other selected training organization, sends a message to requesting countries proposing dates for the MTTs. Responses must be returned by the deadline in order to confirm training and secure dates. The USCG then begins the coordination process to provide updated and current estimates and determine logistical support requirements. The following list of logistical requirements is forwarded to the SAO or Embassy Point of Contact (POC) for consideration:

A. General Course Details -- Vary by course, consult the U.S. USCG International Training Handbook for details. The ITD provides the majority of USCG MTTs. Once an MTT is confirmed, the team leader will make contact with the SAO or Embassy POC to begin planning the details for the mission (usually six weeks from mission execution date). The team leader will request initial information to support the mission, usually by email. The SAO or Embassy POC should respond to this request and provide the team with as much information as possible. Any



## USCG MET/MTT Checklist

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information regarding changes in organization, new equipment or special considerations concerning students or training venue ensure the best training experience.

### B. Classrooms and Equipment –

#### 1. *Lecture room:*

- Must contain seats and tables for each class member, faculty and visitors.
- Should contain overhead projector, screen, and at least three power outlets.
- Should have chalkboard/wetboard available for use simultaneously with screen. If these are not available, please discuss specifications for what is available.

#### 2. *Audio Visual aids and computer support* may be required for some MTTs.

#### 3. *Photocopying:* The team may need limited photocopying capability during a course.

#### 4. *Several MTT courses require a boat to conduct mock boardings. This is outlined in the pre-requisites.* Others may require access to commercial ships, cargo piers or freight containers for practical exercises. This will be indicated in the catalog and also in correspondence during planning.

#### 5. Special attention should be paid to the *target audience*. Requirements for some specialized courses are clearly outlined in the pre-requisites. If the audience is not carefully selected, students may not meet the training objectives or host nation goals for training.

#### 6. *Any other requirements* will be identified and coordinated on a case-by-case basis.

### C. Course Materials –

#### 1. The USCG will carry books and other course materials with them to the course site. Materials may be distributed by the team on the first day of class, or as needed.

#### 2. Team requires access to the teaching site at least 1 day (usually the weekend) prior to start of course in order to set up.

D. Language -- The course will be taught in English and, if team composition allows, may be taught in Spanish. For other languages, the USCG requires simultaneous interpretation in lecture (two interpreters) and also in practical exercises. The team will attempt to make critical course materials available in the host country language. Materials will be provided to the SAO or Embassy POC for translation and photocopying as soon as possible after the MTT is confirmed and funded. An effort should be made to combine translation services with the interpretation to more fully familiarize the interpreters with the course content. A meeting with the interpreters during the setup of the course is advantageous. The quality of the course presentation is directly tied to the quality of interpreters/translators.

E. Accommodations -- Team will stay at a local, western-style hotel that meets current force protection requirements. If the hotel has conference facilities, these can be used to conduct the course. This arrangement has worked well in the past (e.g., neutral site for participants, easy access, low logistics requirements for Embassy, host government, etc.). Discussions between the SAO and/or Embassy POC are required to resolve specific logistic issues.

F. Transportation/travel -- Team requires transportation to/from teaching site daily. Some MTTs require a small truck or van to move equipment. This can normally be accomplished through rental vehicles if the SAO or Embassy POC cannot provide. If a rental car is





## USCG MET/MTT Checklist

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recommended, please advise. The teams require assistance on arrival and departure in passing through customs/immigration. Team will travel on official passports.

G. Communications -- Timely communications between the USCG and SAO or Embassy POC are critical to success of course (use email, fax or telephone). Both the appropriate Regional Manager and the MTT Team leader will work closely to ensure coordination for training success. SAO must also work closely to ensure that appropriate funding process is followed to ensure receipt of funding at least 30 days prior to mission start date.

### IV. -- Costing and Funding

Pricing is in accordance with existing Security Assistance and other pertinent regulations. All costs directly associated to the MTT are reimbursable. USCG must be notified as soon as possible to ensure adequate funding is available. A cost estimate is provided to the SAO upon programming of the USCG MTT for planning purposes only. This estimate will be reflected in DSAMS. Once the USCG receives confirmation that the country and funding program accepts the MTT, the USCG will update the cost estimate. The SAO, Regional Manager and ITD need to review and update estimate as necessary. Initial estimate entered in DSAMS is allocated by funding program to support the mission. Cost variables such as airfare may change significantly during the period from initial programming to execution. As funding may be limited, country may not be able to obtain additional funds if the estimate is not accurate. Generally, there are four areas of consideration in pricing a USCG MTT:

A. The number of instructors and length of the courses vary by course (consult the U.S. Coast Guard International Training Handbook for information). The initial cost estimate will include round-trip airfare for the instructors, per diem as authorized by the U.S. JTR, and transportation required while in country. The USCG tries to combine training missions with several countries into one trip to cut travel costs and time. However, this is not always possible. Back-to-back training of several MTTs can be programmed and is very cost effective. Certain MTTs are also easily expanded to have a Regional focus – bringing in students from several countries to train together. This not only reduces the cost of training in an Area of Responsibility (AOR), but encourages communication, cooperation and inter-operability among the participating countries. Of note, Regional MTTs require significant advance planning and timing to ensure success. Dates should be determined as soon as possible and the funding program must support the initiative to guarantee funding well in advance.

B. Training Aids. Estimated \$400 per week is charged per mission to pay for training aids. Cost for training aids can be higher, depending on specific training requirements.

C. Course Material translation/photocopying fees: the USCG has accumulated a small library of already translated course materials. If, however, they need to translate course material for the requesting country, this cost will be charged to the mission. It is recommended to combine translation and interpretation into one contract if possible.

D. Course fee for direct and indirect costs (set annually) and additional expenses incurred, charged against the mission:

1. Interpreting fees
2. Equipment/technical support
3. Conference facilities



## USCG MET/MTT Checklist

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4. Printing/photocopying
5. In country transportation (if applicable)
6. Working lunches (may require waiver approval)

The SAO or Embassy POC should be aware that, historically, the items identified in paragraph IV above are their responsibility. Additionally, the SAO or Embassy POC is responsible for recommending an appropriate translator/interpreter. As early as possible and prior to the MTT date, it should be determined who will be responsible for expenses incurred for the logistics support related items. The estimated cost should be submitted to CG-ACO-I for inclusion in the total cost of the MTT.

### V. -- Responsibilities

The following is provided as a recap of responsibilities to ensure that the training program is successful:

#### A. SAO or Embassy POC (Do not hesitate to communicate -- fax, telephone, E-mail):

1. Request programming.
2. Secure funding/ work closely with Regional Manager/ITD to ensure accurate and cost effective estimates.
3. Ensure all specific requirements for funding source are submitted in a timely manner to ensure funding received if at all possible 30 days in advance. USCG realizes that there are often issues with funding that are out of the SAO's control, and will work with SAO to accomplish the mission if at all possible within time constraints.
4. Coordinate with country to provide objectives of the USCG MTT, and assist the USCG team with identifying host country points of contact (senior leadership of the military, senior civilian officials).
5. Assist the USCG team with country clearance, lodging, and transportation.
6. Provide the USCG with a list of participants, their respective agencies and responsibilities (30 days in advance).
7. Procure suitable training site.
8. Procure interpreters/translators.
9. Provide feedback to Regional Manager of training effectiveness and any issues or concerns that should be addressed in future training missions.

#### B. USCG:

1. Determine country eligibility.
2. Program MTT in DSAMS.
3. Provide SAO or Embassy POC proposed dates.
4. Provide SAO or Embassy POC with logistics requirements
5. Provide fund cite(s) to SAO for in-country costs.
6. Develop USCG MTT related costs for inclusion in estimate.



## USCG MET/MTT Checklist

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7. Request country/area clearances.
8. Work with country to provide any specific information required by various fund sources.
9. Upon completion of MTT, submit after action report advising COCOM, the SAO/Embassy POC and others as appropriate of training provided. Identify any issues to be resolved for future missions. Provide recommendations for future training or potential students/organizations that would benefit from future training based on the students' grasp of learning objectives.



## USCG MET/MTT Checklist

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# U.S. Coast Guard

